Australian Government

Workplace
Gender Equality
Agency

2022 - 23 Gender Equality Reporting

Submitted By:

Peoplecare Health Limited 95087648753

#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: YesPolicy

   Succession planning: Yes

   Policy; Strategy

   Training and development: Yes

   Policy

   Key performance indicators for managers relating to gender equality: NoNot a priority; Other

   Other: We don't have KPIs but policies reference Diversity, Inclusion & Equity and proactively eliminate sex discrimination. Peoplecare also has a stronger representation of women - evident in our executive committee and no notable gender pay imbalances.

2. **Do you have a formal policy and/or formal strategy in place that supports gender equality overall?**

   YesPolicy

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: Peoplecare Health Limited

1.Name of the governing body: Board of Directors

2.Type of the governing body: Board of Directors

Number of governing body chair and member by gender:

Chair		
Female (F)	**Male (M)**	**Non-Binary**
0	1	0
Member		

Female (F)	Male (M)	Non-Binary
2	3	0

4.Formal section policy and/or strategy: Yes
Selected value: Policy

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

Selected value:
Other

Other value: While aiming to be gender balanced, board members are both appointed and elected at AGM

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: Policy

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?**
   Yes
   Policy

   1.1 Are specific pay equality objectives included in your formal policy and/or formal strategy?
   Yes

   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 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

2. **What was the snapshot date used for your Workplace Profile?**
   2023-03-14

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

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 12 months

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

   Identified cause/s of the gaps; Reviewed remuneration decision-making processes; Analysed commencement salaries by gender to ensure there are no pay gaps; Set targets to reduce any organisation-wide gap; Reported pay equity metrics (including gender pay gaps) to the governing body; Corrected like-for-like gaps; Conducted a gender-based job evaluation process

   1.3 What type of gender remuneration gap analysis has been undertaken?
   <p>We complete a position and gender based analysis</p>

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?**
   Yes

   1.1 How did you consult employees?
   Consultative committee or group; Focus groups; Exit interviews; Survey; Performance discussions

   1.2 Who did you consult?
   ALL staff

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

Yes

Policy

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 IndustryBenchmark 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

Targets have been set for engagement in flexible work

No

Not aware of the need; Not a priority

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

Yes

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

Yes

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

No

Not aware of the need

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

No

Not aware of the 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 menFormal options are available

    Compressed working weeks: Yes
    SAME options for women and menFormal options are available
    Flexible hours of work: Yes
    SAME options for women and menFormal options are available; Informal options are available
    Job sharing: Yes
    SAME options for women and men

    Informal options are available
    Part-time work: Yes
    SAME options for women and menFormal options are available

    Purchased leave: Yes
    SAME options for women and menFormal 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

    Formal options are available; Informal options are available

    Unpaid leave: Yes
    SAME options for women and menFormal 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.**

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 a priority

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

   Yes

   Available at ALL worksites

   2.3. **Breastfeeding facilities**

   Yes

   Available at SOME worksites

   2.4. **Childcare referral services**

   No

   Not a priority

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

   Yes

   Available at ALL worksites

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

Yes

Available at ALL worksites

2.7. Internal support networks for parents

Yes

Available at ALL worksites

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

Yes

Available at ALL worksites

2.9. Parenting workshops targeting fathers

No

Not a priority

2.10. Parenting workshops targeting mothers

No

Not a priority

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

Yes

Available at ALL worksites

2.12. Support in securing school holiday care

No

Not a priority

2.13. On-site childcare

No

Not a priority

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
No
Not aware of the need

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

No

Insufficient resources/expertise

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

Yes

Flexible working arrangements

Yes

Offer change of office location

Yes

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

No

Insufficient resources/expertise

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:

10

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

Yes

Is the leave period unlimited?

No

Number of days:

10

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

Yes

Is the leave period unlimited?

Yes

Access to unpaid leave

Yes

Is the leave period unlimited?

Yes

Provide Details: No

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

Workforce Management Statistics Table

Industry: Insurance and Superannuation Funds

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	4	3	7
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	1	0	1
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	1	0	1
			Non-managers	1	0	1
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	1	1
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	3	0	3
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	3	1	4
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	6	0	6
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	1	0	1
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	1	2	3
			Managers	0	0	0
			Non-managers	17	8	25
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	1	1	2
			Non-managers	29	7	36
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	5	2	7
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	6	3	9
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	5	3	8

* Total employees includes Non-binary

Workforce Management Statistics Table

Industry: Insurance and Superannuation Funds

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	CEO, KMPs, and HOBs	0	1	1
			Managers	1	1	2
			Non-managers	12	7	19
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	12	0	12
	Part-time	Permanent	CEO, KMPs, and HOBs	1	0	1
			Managers	1	0	1
			Non-managers	8	0	8
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	4	0	4
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	2	2	4
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	4	0	4
			Non-managers	4	1	5
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	1	0	1
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	7	0	7
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	4	0	4
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	1	1
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0

* Total employees includes Non-binary

Workforce Management Statistics Table

Industry: Insurance and Superannuation Funds

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	1	0	1
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	1	0	1
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	1	0	1

* Total employees includes Non-binary

Workplace Profile Table

Industry: Insurance and Superannuation Funds

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	15	8	0	0	23
	Full-time contract	1	1	0	0	2
	Part-time permanent	6	0	0	0	6
Professionals	Full-time permanent	22	7	0	0	29
	Full-time contract	2	2	0	2	6
	Part-time permanent	23	0	0	0	23
	Part-time contract	2	1	0	0	3
	Casual	0	3	0	0	3
Community And Personal Service Workers	Full-time permanent	4	1	0	0	5
	Part-time permanent	3	0	0	0	3
	Casual	5	1	0	0	6
Clerical And Administrative Workers	Full-time permanent	18	10	0	0	28
	Full-time contract	25	9	0	0	34
	Part-time permanent	28	3	0	0	31
	Part-time contract	18	4	0	0	22
	Casual	10	0	0	0	10

* Categorised using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

** Total employees includes Non-binary

Workplace Profile Table

Industry: Insurance and Superannuation Funds

Manager category	Employment status	No. of employees		
		F	M	Total*
CEO	Full-time permanent	1	0	1
KMP	Full-time permanent	2	5	7
	Part-time permanent	1	0	1
SM	Full-time permanent	4	0	4
	Part-time permanent	2	0	2
OM	Full-time permanent	8	3	11
	Full-time contract	1	1	2
	Part-time permanent	3	0	3

* Total employees includes Non-binary