



Date Created: 18-05-2023



Australian Government



**Workplace
Gender Equality
Agency**





Date Created: 18-05-2023

2022 - 23 Gender Equality Reporting

Submitted By:

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#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; Strategy

Retention: Yes

Policy; Strategy

Performance management processes: Yes

Policy

Promotions: Yes.

Policy; Strategy

Talent identification/identification of high potentials: Yes Policy

Succession planning: Yes

Policy

Training and development: Yes

Policy; Strategy

Key performance indicators for managers relating to gender equality: Yes Policy;

Strategy

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.

Griffith University has two University wide KPIs relating to senior women. We have surpassed one KPI four years in advance.

Governing Bodies

Organisation: Griffith University

1.Name of the governing body: Griffith University Council

2.Type of the governing body: Council

Number of governing body chair and member by gender:

Chair	Female (F) 0	Male (M) 1	Non-Binary 0
Member	Female (F) 10	Male (M) 7	Non-Binary 0

4. Formal section policy and/or strategy: Yes

Selected value: Policy; Strategy

6. Target set to increase the representation of women: Yes

6.1 Percentage (%) of target: 50

6.2 Year of target to be reached: 2023-12-31

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; Strategy

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

Please note with respect to the 'Year of the target to be reached' question, Qld Government and Griffith University have met these 2020 targets (and we continue to be requested to consider the Government 50% women target).

#Action on gender equality

Gender Pay Gaps

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

Yes

Policy; Strategy

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

Yes

Other (provide details)

Other:To reduce the organisation-wide gender pay gap by 1% each year.

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

2023-03-31

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; Analysed performance pay to ensure there is no gender bias (including unconscious bias); Reported pay equity metrics (including gender pay gaps) to the governing body; Reported pay equity metrics (including gender pay gaps) to the executive; Reported pay equity metrics (including gender pay gaps) to all employees; Reported pay equity metrics (including gender pay gaps) externally; Corrected like-for-like gaps

- 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?

Yes

- 1.1 How did you consult employees?

Consultative committee or group; Focus groups; Survey

- 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?

No

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; Strategy

- 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

No

Other

Other: Flexibility statements are included in work email signatures. For example, working from home and on-campus days or part-time work days.

Employees are surveyed on whether they have sufficient flexibility

Yes

Employee training is provided throughout the organisation

No

Other

Other: Griffith's Work Location policy has been communicated to all staff via the VC's Townhall and via an onboarding checklist.

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

No

Not aware of the need

Flexible working is promoted throughout the organisation

Yes

Targets have been set for engagement in flexible work

No

Other

Other: As all staff (where relevant to the role) may work 40% at home, targets were not deemed to be necessary.

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

No

Not a priority

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

No

Other

Other: Work Location policy was communicated to all staff in the Vice Chancellor's Townhalls.

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

No
Other

Other: As all staff (where relevant to the role) may work 40% at home, targets were not deemed to be necessary.

Team-based training is provided throughout the organisation

No
Not a priority

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

Formal options are available; 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?**

No

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.

Please note the qualifying periods above are expressed in months. The new Professional and Support Staff Enterprise Agreement 23-24 is in place and the proposed Academic Staff Enterprise Agreement 23-25 will be put to a staff ballot from 2-5 June 23.

Support for carers

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

Yes

Policy; Strategy

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

Not aware of the need

- 2.3. Breastfeeding facilities

Yes

Available at ALL worksites

- 2.4. Childcare referral services

No

Other

Other: Our workplace flexibility website provides access to government resources to search for childcare.

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)

Yes

Available at ALL worksites

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

Yes

Available at ALL worksites

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

Yes

Available at SOME worksites

2.13. On-site childcare

Yes

Available at SOME worksites

2.14. Other details: Yes

Available at ALL worksites

Provide Details: Special Parking, Extended Leave Toolkit to assist those going on long leave. Flexible work conditions within the Enterprise Agreements.

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.

Griffith University proudly supports the Disrupting Violence research Beacon. Griffith University is also home to the MATE Bystander Program - an education and intervention program on the prevention of violence and problematic behaviour.

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

No

Currently under development

Estimated Completion Date:

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

Yes

Emergency accommodation assistance

No

Not aware of the need

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)

Yes

Training of key personnel

No

Not aware of the need

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

Yes

Workplace safety planning

No

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:

0

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

No

Other

Provide Details: Access to other unpaid leave, but not specified as Domestic and Family Violence unpaid leave.

Access to unpaid leave

Yes

Is the leave period unlimited?

No

Number of days:

0

Provide Details: Yes

Domestic and family violence website, MATE Bystander training - online and face-to-face.

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

Access to other paid and unpaid leave as per Enterprise Agreements.