



Date Created: 29-05-2023



Australian Government



**Workplace
Gender Equality
Agency**





Date Created: 29-05-2023

2022 - 23 Gender Equality Reporting

Submitted By:

DIOCESE OF BALLARAT CATHOLIC EDUCATION LIMITED 68629894686

#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: No

Other

Other: DOBCEL uses the CECV Guidelines on the Employment of Staff in Catholic Schools as a guide to employment which makes reference to unlawful discrimination based on state and federal laws

Retention: No

Insufficient resources/expertise

Performance management processes: No

Other

Other: The vast majority of staff are covered by a multi-enterprise Agreement which outlines requirements performance management processes.

Promotions: No.

Insufficient resources/expertise

Talent identification/identification of high potentials: NoCurrently under development

Estimated Completion Date: 2023-12-31

Succession planning: No

Currently under development

Estimated Completion Date: 2023-12-31

Training and development: No

Insufficient resources/expertise; Other

Other: There is a policy relating to sponsorships for targeted programs/higher education but not overall T&D

Key performance indicators for managers relating to gender equality:

NoInsufficient resources/expertise; Not aware of the need

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

NoInsufficient resources/expertise; Not aware of the need

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: DIOCESE OF BALLARAT CATHOLIC EDUCATION LIMITED

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1.Name of the governing body: Diocese of Ballarat Catholic Education Limited (DOBCEL)
Board

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
	1	0	0
Member	Female (F)	Male (M)	Non-Binary
	3	5	0

4.Formal section policy and/or strategy: Yes

Selected value: Policy

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

Selected value: Governing body has gender balance (i.e. 40% women / 40%men / 20% any gender)

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?

No

Selected value: Other

Other value: Current composition of governing body has gender equity.

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

Other

Other: Salaries set by awards/industrial or workplace agreements Non-award employees paid market rate

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)?**

No

Other

Other: Salaries for SOME employees (including managers) are set by awards or industrial agreements and there is NO room for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or qualifications) Non-award empl

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?**

NoOther

Other Details:Governed by a multi-enterprise Agreement, currently under negotiation.

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 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

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

No

Not aware of the need; Other

Other: The majority of our workforce is governed by an EBA which provides some options for flexible working such as working remotely, TIL, part-time options, 30+8 model. There is a blended work arrangement procedure for Education Office staff.

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

No

Other

Other: The majority of our workforce is governed by an EBA which provides some options for flexible working such as working remotely, TIL, part-time options, 30+8 model. There is a blended work arrangement procedure for Education Office staff.

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Employees are surveyed on whether they have sufficient flexibility

Yes

Employee training is provided throughout the organisation

No

Other

Other: Training and support is provided where required but is not compulsory

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

No

Insufficient resources/expertise

Flexible working is promoted throughout the organisation

Yes

Targets have been set for engagement in flexible work

No

Insufficient resources/expertise

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

No

Insufficient resources/expertise

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

No

Insufficient resources/expertise

Leaders are held accountable for improving workplace flexibility

No

Other

Other: The majority of our workforce is governed by an EBA which provides some options for flexible working such as working remotely, TIL, part-time options, 30+8 model. There is a blended work arrangement procedure for Education Office staff.

Leaders are visible role models of flexible working

Yes

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Manager training on flexible working is provided throughout the organisation

No

Insufficient resources/expertise; Other

Other: Training and support is provided where required but is not compulsory

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

No

Insufficient resources/expertise; Not aware of the need

Team-based training is provided throughout the organisation

No

Insufficient resources/expertise; Other

Other: Training and support is provided where required but is not compulsory

Other: Yes

Provide Details: The majority of our workforce is governed by an EBA which provides some options for flexible working such as working remotely, TIL, part-time options, 30+8 model. There is a blended work arrangement procedure for Education Office staff.

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: No

Other

Other: Employees can apply for an Individual Flexibility Agreement per FWA or a transition to retirement plan

Flexible hours of work: No

Other

Other: Very limited given operational requirements of schools, however any informal measures available are equally available to men and women.

Job sharing: Yes

SAME options for women and men

Informal 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: No

Other

Other: Very limited given operational requirements of schools, however any informal measures available are equally available to men and women.

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?**

Don't know / Not applicable

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 to all genders without 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?**

No

Insufficient resources/expertise; Included in award/industrial or workplace agreement

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

2.1. Employer subsidised childcare

No

Insufficient resources/expertise

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

No

Other

Other: Not a dedicated facility but access to private room/office can be facilitated along with other necessities such as fridge for milk storage etc

2.4. Childcare referral services

No

Insufficient resources/expertise

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

No

Insufficient resources/expertise; Other

Other: Support is available on an individual and ad hoc basis for staff requesting coaching support. Career support is also available through EAP. Localised re-induction and RTW provided but not as formalised program.

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

No

Insufficient resources/expertise

2.7. Internal support networks for parents

No

Insufficient resources/expertise

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

No

Insufficient resources/expertise

2.9. Parenting workshops targeting fathers

No

Insufficient resources/expertise

2.10. Parenting workshops targeting mothers

No

Insufficient resources/expertise

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

No

Insufficient resources/expertise

2.12. Support in securing school holiday care

No

Insufficient resources/expertise

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?

No

Other

Provide Details: Included in award/industrial or workplace agreement

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

No

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

No

Insufficient resources/expertise

Flexible working arrangements

Yes

Offer change of office location

No

Other

Provide Details: Redeployment, secondment available across locations/schools, staff movement between schools or school/office common

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

No

Insufficient resources/expertise; Other

Provide Details: Referrals may be offered and time off to attend appointments

Training of key personnel

No

Insufficient resources/expertise

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

Yes

Workplace safety planning

No

Insufficient resources/expertise; Other

Provide Details: Informally at the local/school level as may be appropriate and particular to the context

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)

No

Insufficient resources/expertise

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**