



Public report

2016-17

Submitted by

Legal Name; Victoria Racing Club Limited





Organisation and contact details

Submitting organisation details	Legal name	Victoria Racing Club Limited
	ABN	32119214078
		R Arts and Recreation Services
	ANZSIC	9121 Horse and Dog Racing Administration and Track Operation
	Business/trading name/s	
	ASX code (if applicable)	
	Postal address	448 Epsom Road
		FLEMINGTON VIC 3031
		AUSTRALIA
	Organisation phone number	(03) 8378 0888
Reporting structure	Number of employees covered by this report	1,147





Workplace profile

Manager

Manager occupational categories	Renorting level to CEO	Employment et al.		Z	No. of employees	
	reporting reverte one	Limping ment status	F	M	Total employees	S
	Company of the second s	Full-time permanent	0	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	
	The second secon	Casual	0	0	0	
	Manager of the same of the same and another and the same	Full-time permanent	1		8	
		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	8	10	18	
		Full-time contract	0	1		
Senior Managers	-2	Part-time permanent	9	2	8	
		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	21	24	45	
		Full-time contract	2	1	8	
Other managers	e-	Part-time permanent	7	0	<u> </u>	
		Part-time contract	2	0	2	
		Casual	2	0	2	
Grand total: all managers			49	46	96	





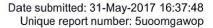
Workplace profile

Non-manager

		No. of employees (excluding	s (excluding graduates and apprentices)	No. of graduates (if applicable)	(if applicable)	No. of apprentices (if applicable)	s (if applicable)	Total
Non-manager occupational categories	Employment status	F	N	E	M		M	i otali empioyees
	Full-time permanent	16	6	0	0	0	0	25
	Full-time contract	13	1	0	0	0	0	.14
Professionals	Part-time permanent	3	0	0	0	0	0	3
	Part-time contract	0	2	0	0	0	0	2
	Casual	9	3	0	0	0	0	6
	Full-time permanent	1	14	0	0	0	2	17
	Full-time contract	0	0	0	0	0	0	0
Technicians and trade	Part-time permanent		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	2	8	0	0	0	0	10
	Full-time contract	0	L.	0	0	0	0	
Community and personal service	Part-time permanent	1	0	0	0	0	0	
	Part-time contract	0	0	0	0	0	0	0
	Casual	443	374	0	0	0	0	817
	Full-time permanent	10	0	0	0	0	0	10
	Full-time contract	6	2	0	0	0	0	11
Clerical and administrative	Part-time permanent	8	t l	0	0	0	0	6
	Part-time contract	0	0	0	0	0	0	0
	Casual	5		0	0	0	0	9
	Full-time permanent	12	3	0	0	0	0	15
	Full-time contract	13	9	0	0	0	0	18
Sales	Part-time permanent	3	0	0	0	0	0	3
	Part-time contract	2	l.	0	0	0	0	3
	Casual	6	4	0	0	0	0	13
	Full-time permanent	0	32	0	0	0	0	32
	Full-time contract	0	2	0	0	0	0	2
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



	Company of the control	No. of employees (excluding	g graduates and apprentices)	No. of graduates	(if applicable)	No. of apprentices	(if applicable)	
rediringle occupational categories Employment status	Employment status	Ь	M	E CONTRACTOR OF THE CONTRACTOR	M		M	l otal employees
	Full-time permanent	0	4	0	0	0	0	4
	Full-time contract	0	0	0	0	0	0	0
Labourers	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
The second secon	Casual	1	11	0	0	0	0	12
	Full-time permanent	1	12	0	0	0	0	2
	Full-time contract	0	0	0	0	0	0	0
Others	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	3	6	0	0	0	0	12
Grand total: all non-managers		562	488	0	0		2	1.052







Reporting questionnaire

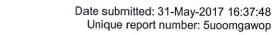
Gender equality indicator 1: Gender composition of workforce

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 means 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 2016 to 31 March 2017. (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.
- Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

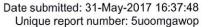
1.1	Recruitment	
	 ✓ Yes (select all applicable answers) ✓ Policy ☐ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority 	
1.2	Retention	
	 Yes (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	
	☐ 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	
	 	
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	
	2136 21 14 01 1	
	✓ 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 new appointments were made to manager and non-manager roles during the reporting period (based on WGEA-defined managers/non-managers)? IMPORTANT: this should incorporate appointments from both external and internal sources (including all promotions).

	Female	Male
Number of appointments made to MANAGER roles (including promotions)	18	9
Number of appointments made to NON-MANAGER roles (including promotions)	137	70

1.11 How many employees were promoted during the reporting period against each category below?

IMPORTANT: Because promotions are included in the number of appointments in Q1.10, the number of promotions should never exceed appointments.

	Mana	gers	Non-ma	nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	1	2	5	0
Permanent/ongoing part-time employees	0	0	1	0
Fixed-term contract full-time employees	0	0	2	0
Fixed-term contract part-time employees	1	0	0	0
Casual employees	1	0	0	0

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

	E-12-to-12-t			
	Mana	gers	Non-ma	nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	5	5	5	3
Permanent/ongoing part-time employees	2	0	0	0
Fixed-term contract full-time employees	1	0	2	2
Fixed-term contract part-time employees	0	0	0	0
Casual employees	. 0	0	12	6

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.

How many Chairs on this gov	verning body?	
	Female	Male
Number	1	0
How many other members are	e on this governing body (excluding	g the Chair/s)?
	Female	Male
Number	3	6
☐ Insufficient resources ☐ Do not have control of Elected by Members ☐ Not a priority ☐ Other (provide details	over governing body/board appointmen	nts (provide details why):
Are you reporting on any other	er organisations in this report?	
Yes	or organisations in this report?	
⊠ No		
Do you have a formal selectio organisations covered in this	n policy and/or formal selection stra report?	ategy for governing body members fo
☐ Yes (select all applicable ans ☐ Policy ☐ Strategy	swers)	
☑ No (you may specify why no		
In place for some gov	lanmont places onter data this is due t	to be completed
☐ Currently under devel☐ Insufficient resources.	/expertise	
☐ Currently under devel☐ Insufficient resources.☐ Do not have control o☐ Elected by Members	ver governing body appointments (pro	ovide details why)
☐ Currently under devel☐ Insufficient resources.☐ Do not have control o	/expertise over governing body appointments (pro	ovide details why)



3.



2.4 Enter the number of EQUITY and NON-EQUITY partners (excluding the managing partner) against the WGEA standardised manager and non-manager categories below.

Females	Males	Females	Males
lo lo	10	10 10	
10	10	10	0
[0	10	10	[0
10	10	10	10
10	10	10	10
	Full-time EQU EQUITY Females [0 [0 [0 [0 [0]	Full-time EQUITY and NON-EQUITY partners Females Males 0	EQUITY partners EQUITY Females Males Females [0 [0 [0 [0 [0 [0 [0 [0 [0 [0 [0 [0 [0 [0 [0

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.

Do you have a formal policy and/or formal strategy on remuneration generally?
 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 ☐ Salaries set by awards/industrial or workplace agreements ☐ Non-award employees paid market rate ☐ Not a priority ☐ Other (provide details):
3.1 Are specific gender pay equity objectives included in your formal policy and/or formal strategy?
 ✓ Yes (provide details in question 3.2 below) ☐ No (you may specify why pay equity objectives are not included in your formal policy or formal strategy) ☐ Currently under development, please enter date this is due to be completed ☐ Salaries set by awards/industrial or workplace agreements ☐ Insufficient resources/expertise ☐ Non-award employees paid market rate ☐ Not a priority ☐ Other (provide details):
3.2 Does your formal policy and/or formal strategy include any of the following gender pay equity objectives (select all applicable answers)? ☐ 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 pay reviews) ☐ To be transparent about pay scales and/or salary bands





		Other (provide details):
		☐ Unable to address cause/s of gaps (provide details why): ☐ Not a priority
		 ☐ Salaries set by awards/industrial or workplace agreements ☐ Non-award employees are paid market rate
		☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise
		☑ No unexplainable or unjustifiable gaps identified
		☐ Implemented other changes (provide details): ☑ No (you may specify why no actions were taken resulting from your remuneration gap analysis)
		 ☐ Corrected like-for-like gaps ☐ Conducted a gender-based job evaluation process
		☐ Reported pay equity metrics (including gender pay gaps) to all employees ☐ Reported pay equity metrics (including gender pay gaps) externally
		Reported pay equity metrics (including gender pay gaps) to the executive
		 ☐ Set targets to reduce any organisation-wide gaps ☐ Reported pay equity metrics (including gender pay gaps) to the governing body
		☐ Trained people-managers in addressing gender bias (including unconscious bias) ☐ Set targets to reduce any like-for-like gaps
		☐ Analysed performance ratings to ensure there is no gender bias (including unconscious bias) ☐ Analysed performance pay to ensure there is no gender bias (including unconscious bias)
		☐ Analysed commencement salaries by gender to ensure there are no pay gaps
		☐ Identified cause/s of the gaps ☐ Reviewed remuneration decision-making processes
		☐ Yes – indicate what actions were taken (select all applicable answers) ☐ Created a pay equity strategy or action plan
	4.1	Did you take any actions as a result of your gender remuneration gap analysis?
		gust framen den de en este en
	- 7 .01	(for example like-for-like and/or organisation-wide).
	4.01	You may provide details below on the type of gender remuneration gap analysis that has been undertaken
		Other (provide details):
		☐ Non-award employees paid market rate ☐ Not a priority
	IS roo asses	om for discretion in pay changes (because pay increases can occur with some discretion such as performance isments)
	•	ications) ☐ Salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and ther
	room	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
		Currently under development, please enter date this is due to be completed Insufficient resources/expertise
	☐ No	you may specify why you have not analysed your payroll for gender remuneration gaps)
		☐ More than 2 years ago but less than 4 years ago ☐ Other (provide details):
		☐ Within last 12 months ☑ Within last 1-2 years
	⊠ Ye	es - the most recent gender remuneration gap analysis was undertaken:
•	cond	you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. ucted a gender pay gap analysis)?
	0	
		Other (provide details):
		☐ To ensure managers are held accountable for pay equity outcomes ☐ To implement and/or maintain a transparent and rigorous performance assessment process

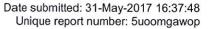




Gender equality indicator 4: Flexible working and support for employees with family and caring responsibilities

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.

5.		RIMARY CARER" is the member of a couple or a single carer, REGARDLESS OF GENDER, identified as having er responsibility for the day-to-day care of a child.
		ou provide EMPLOYER FUNDED paid parental leave for PRIMARY CARERS that is available for women AND in addition to any government funded parental leave scheme for primary carers?
	time of indications of the control o	ss. (Please indicate how employer funded paid parental leave is provided to the primary carer): By paying the gap between the employee's salary and the government's paid parental leave scheme By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks As a lump sum payment (paid pre- or post- parental leave, or a combination) We offer paid parental leave for primary carers that is available to women ONLY (e.g. maternity leave). (Please the how employer funded paid parental leave is provided to women ONLY): By paying the gap between the employee's salary and the government's paid parental leave scheme By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks As a lump sum payment (paid pre- or post- parental leave, or a combination) We offer paid parental leave for primary carers that is available to men ONLY. (Please indicate how employer funded parental leave is provided to men ONLY): By paying the gap between the employee's salary and the government's paid parental leave scheme By paying the gap between the employee's salary and the government's paid scheme), regardless of the period of over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks As a lump sum payment (paid pre- or post- parental leave, or a combination) On tavailable (you may specify why this leave is not provided) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Government scheme is sufficient Not a priority Other (provide details):
	5.1	How many weeks of EMPLOYER FUNDED paid parental leave for primary carers is provided? If different amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of weeks provided:
		6
5a.	carer	or organisation would like to provide additional information on your paid parental leave for primary s e.g. eligibility period, where applicable the maximum number of weeks provided, and other gements you may have in place, please do so below.
	5.2	What proportion of your total workforce has access to employer funded paid parental leave for PRIMARY CARERS?
		In your calculation, you MUST INCLUDE CASUALS when working out the proportion.
		□ <10% ☑ 10-20%
		☐ 21-30% ☐ 31-40%
		☐ 31-50%







			☐ 51-60% ☐ 61-70% ☐ 71-80% ☐ 81-90% ☐ 91-99% ☐ 100%				
6.	A "SE	ECOND ary care	ARY CARER" is a member er.	of a couple or a sing	gle carer, REGARDLE	SS OF GENDER, who is	s not the
	Do yo	ou prov en, in a	ide EMPLOYER FUNDED p ddition to any government	paid parental leave fo funded parental lea	or SECONDARY CARE we scheme for second	RS that is available for ary carers?	men and
	⊠Ye	es					
	□ No	o, we of	fer paid parental leave for SE fer paid parental leave for SE	CONDARY CARERS	that is available to men	n ONLY (e.g. paternity le men ONLY	ave)
	□ No	you n Cu ☐	nay specify why employer fur irrently under development, p	nded paid parental lea olease enter date this	ve for secondary carers	s is not paid)	
			sufficient resources/expertise overnment scheme is sufficie				
			t a priority				
		∐ Ot	her (provide details):				
	6.1	How amou	many days of EMPLOYER I ints of leave are provided (ded:	FUNDED parental lea e.g. based on length	ave is provided for SE of service) enter the l	CONDARY CARERS? If MINIMUM number of da	f different lys
		5					
6a.	If you CARE	ır orgar ERS e.g	nisation would like to provi . eligibility period, other ar	de additional inform rangements you ma	ation on your paid pai y have in place etc, pl	rental leave for SECON ease do so below.	DARY
	6.2	What CARE	proportion of your total wo	orkforce has access	to employer funded p	aid parental leave for S	ECONDARY
		•	In your calculation, you N	JUST INCLUDE CAS	UALS when working o	out the proportion.	
			☐ <10% ☑ 10-20% ☐ 21-30% ☐ 31-40%				
			☐ 41-50% ☐ 51-60% ☐ 61-70% ☐ 71-80%				
			☐ 71-80% ☐ 81-90% ☐ 91-99% ☐ 100%				

7. How many 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
Managers	2	0	0	2

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	5	0	0	1

В.	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.

	Females	Males
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

9.	Do you have a formal policy and/or formal strategy on flexible working arrangements?
	 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 ☐ Don't offer flexible arrangements ☐ Not a priority ☐ Other (provide details):
10.	Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?
	 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 Included in award/industrial or workplace agreement Not a priority Other (provide details):
11.	Do you offer any other support mechanisms, other than leave, for employees with family or caring responsibilities (eg, employer-subsidised childcare, breastfeeding facilities)?
	☐ Yes ☐ No (you may specify why non-leave based measures are not in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
	Other (provide details):





12.	Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?
	☐ Yes (select all applicable answers) ☐ Policy ☐ Strategy
	 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 agreements
	☑ Not aware of the need ☐ Not a priority
	☐ Other (please provide details):
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?
	☐ 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) ☑ Access to unpaid leave
	 ☐ 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): ☐ 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):
14.	Where any of the following options are available in your workplace, are those option/s available to both women
	AND men? • flexible hours of work
	 compressed working weeks
	 time-in-lieu telecommuting
	part-time work
	 job sharing 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.
	Yes, the option/s in place are available to both women and men.
	No, some/all options are not available to both women AND men.

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

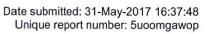
Unticked checkboxes mean this option is NOT available to your employees.





	Mar	Managers		anagers	
	Formal	Informal	Formal	Informal	
Flexible hours of work			\boxtimes		
Compressed working weeks			\boxtimes		
Time-in-lieu	\boxtimes				
Telecommuting		\boxtimes		\boxtimes	
Part-time work					
Job sharing		\boxtimes			
Carer's leave	\boxtimes		\boxtimes		
Purchased leave		\boxtimes			
Unpaid leave	\boxtimes		\boxtimes		

	14.3	You may specify why any of the above options are NOT available to your employees.
		☐ 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
cor	cerr	ning gender equality in the workplace
		equality indicator seeks information on what consultation occurs between employers and employees on issues ender equality in the workplace.
15.	Have	you consulted with employees on issues concerning gender equality in your workplace?
	⊠ Ye □ No	s (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):
	15.2	Who did you consult?
		Human resources managers







Management

		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.
Ger	nder	equality indicator 6: Sex-based harassment and discrimination
The p	reventio	on of sex-based harassment and discrimination (SBH) has been identified as important in improving workplace Set by the Minister, this gender equality indicator seeks information on the existence of a SBH policy and/or strategy training of managers on SBH is in place.
16.	Do yo	ou have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?
		s (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 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):
17.	Do yo	ou provide training for all managers on sex-based harassment and discrimination prevention?
		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): (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, please do so below:





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.)





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 53.3% females and 46.7% males.

Promotions

- 2. 84.6% of employees awarded promotions were women and 15.4% were men
 - i. 60.0% of all manager promotions were awarded to women
 - ii. 100.0% of all non-manager promotions were awarded to women.
- 3. 3.4% of your workforce was part-time and 15.4% of promotions were awarded to part-time employees.

Resignations

- 4. 62.8% of employees who resigned were women and 37.2% were men
 - 61.5% of all managers who resigned were women
 - ii. 63.3% of all non-managers who resigned were women.
- 5. 3.4% of your workforce was part-time and 4.7% 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. 0.0% of all 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.

Notification and access	
List of employee organisations:	
Victoria Racing Club Limited	

CEO sign off confirmation

Date: 21617

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