Appendices

Diversity & Inclusion Policy Committee Terms of Reference

Role

The role of the Diversity & Inclusion Committee is to assist the RBA to achieve its aims relating to equity, diversity and inclusion in the workplace.

Functions

The Committee has the following functions:

- make recommendations to the RBA on equity and diversity principles and policy
- set the priorities for and monitor the implementation of an equity and diversity program for the RBA, including reviewing the work of the Accessibility Consultative Group
- monitor and report periodically to the Governor on these matters.

Membership

The Committee has 10 members:

- Chairperson appointed by the Governor
- Deputy Chairperson Head of Human Resources (ex officio)
- Secretary Diversity & Inclusion Consultant, Human Resources (ex officio)
- Employee Representatives (four) appointed by a Subcommittee comprising three existing Committee members via expressions of interest from employees
- Union Representative an employee nominated by the Reserve Bank Officers' Section of the Finance Sector Union (and an alternate)
- Representative from the Accessibility Consultative Group (Chairperson, ex officio)
- Representative from the Diversity Contact Manager Network (Chairperson, ex officio).

Membership should include some representation from the various diversity groups as set out in the Equal Employment Opportunity (Commonwealth Authorities) Act 1987.

Membership will be for a period of 3-year terms for all positions, with the exception of ex-officio positions.

Meetings

The Committee will meet three times each year.

Membership as at 30 June 2013

Chairperson Keith Hall

Deputy Chairperson Melissa Hope

Secretary Marija Dumovic

Employee Representative Aaron Bovis

Employee Representative Bernadette Donovan

Employee Representative Alex Heath

Vacant Employee Representative

Union Representative Penny Smith

Union Representative (alternate) Jason Jux

Representative of the Accessibility Consultative Group – Chairperson

Representative of the Diversity Contact Marija Dumovic

Glen McLane

Manager Network - Chairperson

Statistical Tables

Representation within Classification Levels

As at 30 June 2012 and 30 June 2013 Number (per cent of total employees within classification level)

Levels	NE	SB1	NES	5B2	I/	4	PW	/D	Wor	nen	M	en	Tota	l Staff
	12	13	12	13	12	13	12	13	12	13	12	13	12	13
Trainees		2	5	3	3	1	2	2	12	10	9	9	21	19
		(11)	(24)	(16)	(14)	(5)	(10)	(11)	(57)	(53)	(43)	(47)	(100)	(100)
Cadets			1	2					9	7	6	8	15	15
			(7)	(13)					(60)	(47)	(40)	(53)	(100)	(100)
Graduates	15	14	4	3			1		24	37	45	43	69	80
	(22)	(18)	(6)	(4)			(1)		(35)	(46)	(65)	(54)	(100)	(100)
L1	11	10	3	1	1	2	2	2	20	19	12	13	32	32
	(34)	(31)	(9)	(3)	(3)	(6)	(6)	(6)	(63)	(59)	(38)	(41)	(100)	(100)
L2	22	21	17	14	1	2	5	3	61	56	22	21	83	77
	(27)	(27)	(20)	(18)	(1)	(3)	(6)	(4)	(73)	(73)	(27)	(27)	(100)	(100)
L3	50	48	24	23	2	2	8	9	104	103	63	65	167	168
	(30)	(29)	(14)	(14)	(1)	(1)	(5)	(5)	(62)	(61)	(38)	(39)	(100)	(100)
L3/4	39	47	27	29			5	6	55	66	100	112	155	178
	(25)	(26)	(17)	(16)			(3)	(3)	(35)	(37)	(65)	(63)	(100)	(100)
L4	92	99	32	35			9	9	91	93	148	162	239	255
	(38)	(39)	(13)	(14)			(4)	(4)	(38)	(36)	(62)	(64)	(100)	(100)
L5	27	25	24	24			5	5	47	46	111	119	158	165
	(17)	(15)	(15)	(15)			(3)	(3)	(30)	(28)	(70)	(72)	(100)	(100)
L6	6	7	7	8			2	2	22	26	37	43	59	69
	(10)	(10)	(12)	(12)			(3)	(3)	(37)	(38)	(63)	(62)	(100)	(100)
Deputy Head	1	1	4	4					3	3	17	20	20	23
	(5)	(4)	(20)	(17)					(15)	(13)	(85)	(87)	(100)	(100)
Department		1	1	1			1		8	8	19	20	27	28
Head and above		(4)	(4)	(4)			(4)		(30)	(29)	(70)	(71)	(100)	(100)
Total	263	275	149	147	7	7	40	38	456	474	589	635	1045	1109
	(25)	(25)	(14)	(13)	(1)	(1)	(4)	(3)	(44)	(43)	(56)	(57)	(100)	(100)

Total excludes locally employed staff in overseas offices

KEY

NESB1 People from non-English speaking backgrounds

NESB2 People with parent(s) from non-English speaking backgrounds

Indigenous Australians PWD People with disabilities

Representation within Salary Ranges

As at 30 June 2013 Number (per cent of total staff within salary range)

Salary	NESB1	NESB2	IA	PWD	Women	Men	Total Staff
Below \$40 000	2	5	1	2	17	16	33
	(6)	(15)	(3)	(6)	(52)	(48)	(100)
\$40 000-\$49 999	4	1	2	1	14	9	23
	(17)	(4)	(9)	(4)	(61)	(39)	(100)
\$50 000-\$59 999	18	8	2	3	38	19	57
	(32)	(14)	(4)	(5)	(67)	(33)	(100)
\$60 000-\$69 999	27	13		2	70	47	117
	(23)	(11)		(2)	(60)	(40)	(100)
\$70 000-\$79 999	22	9			45	42	87
	(25)	(10)			(52)	(48)	(100)
\$80 000-\$89 999	49	31	1	10	86	110	196
	(25)	(16)	(1)	(5)	(44)	(56)	(100
\$90 000-\$99 999	44	15	1	7	53	58	111
	(40)	(14)	(1)	(6)	(48)	(52)	(100
\$100 000-\$109 999	23	11		3	33	43	76
	(30)	(14)		(4)	(43)	(57)	(100)
\$110 000-\$119 999	39	15		2	29	70	99
	(39)	(15)		(2)	(29)	(71)	(100)
\$120 000-\$129 999	16	6		1	15	31	46
	(35)	(13)		(2)	(33)	(67)	(100)
\$130 000-\$139 999	11	4		2	13	45	58
	(19)	(7)		(3)	(22)	(78)	(100
\$140 000-\$149 999	6	7		2	15	24	39
	(15)	(18)		(5)	(38)	(62)	(100)
\$150 000 and over	14	22		3	46	121	167
	(8)	(13)		(2)	(28)	(72)	(100)
Total	275	147	7	38	474	635	1109
	(25)	(13)	(1)	(3)	(43)	(57)	(100)

Total excludes locally employed staff in overseas offices

KEY

NESB1 People from non-English speaking backgrounds
NESB2 People with parent(s) from non-English speaking backgrounds

IA Indigenous Australians PWD People with disabilities

Representation within Occupational Groups

As at 30 June 2012 and 30 June 2013 Number (per cent of total staff within occupational group)

Occupational Group	NE	NESB1		NESB2		4	PW	VD	Wor	nen	М	en	Tota	l Staff
	12	13	12	13	12	13	12	13	12	13	12	13	12	13
Managers	8	9	14	14			3	2	34	36	79	85	113	121
	(7)	(7)	(12)	(12)			(3)	(2)	(30)	(30)	(70)	(70)	(100)	(100)
Professionals	177	189	87	93			20	20	233	257	396	431	629	688
	(28)	(27)	(14)	(14)			(3)	(3)	(37)	(37)	(63)	(63)	(100)	(100)
Clerical and	58	54	41	35	7	7	14	13	171	161	70	71	241	232
Administrative Workers	(24)	(23)	(17)	(15)	(3)	(3)	(6)	(6)	(71)	(69)	(29)	(31)	(100)	(100)
Technicians	19	22	6	4			3	3	16	18	41	44	57	62
and Trade Workers	(33)	(35)	(11)	(6)			(5)	(5)	(28)	(29)	(72)	(71)	(100)	(100)
Community	1	1	1	1					2	2	2	3	4	5
Personal Services	(25)	(20)	(25)	(20)					(50)	(40)	(50)	(60)	(100)	(100)
Machinery											1	1	1	1
Operators and Drivers											(100)	(100)	(100)	(100)
Total	263	275	149	147	7	7	40	38	456	474	589	635	1045	1109
	(25)	(25)	(14)	(13)	(1)	(1)	(4)	(3)	(44)	(43)	(56)	(57)	(100)	(100)

Total excludes locally employed staff in overseas offices

KEY

NESB1 People from non-English speaking backgrounds
NESB2 People with parent(s) from non-English speaking backgrounds

Indigenous Australians PWD People with a disability

Recruitment

Year to 30 June 2012 and 30 June 2013 Number

Occupational														
Group	NE	SB1	NES	NESB2		IA		PWD		nen	Me	en	Total	Staff
	12	13	12	13	12	13	12	13	12	13	12	13	12	13
Managers		2	1						1	2	3	5	4	7
Professionals	28	20	4	8			1	1	35	39	61	60	96	99
Clerical and Administrative Workers	2	5	6	1	3	1	4	2	25	22	6	13	31	35
Technicians and Trade Workers	5	3	4	1					3	2	8	6	11	8
Community and Personal Services												1		1
Machinery Operators and Drivers											1		1	0
Total (per cent of total	35	30	15	10	3	1	5	3	64	65	79	85	143	150
recruitment)	(24)	(20)	(10)	(7)	(2)	(1)	(3)	(2)	(45)	(43)	(55)	(57)	(100)	(100)

Figures are based on total staff recruitment and includes trainees, cadets and graduates; excludes renewal of contract and cadets rehired as graduates

Total excludes locally employed staff in overseas offices

KEY

NESB1

People from non-English speaking backgrounds People with parent(s) from non-English speaking backgrounds NESB2

Indigenous Australians IA PWD People with a disability

Separations

Year to 30 June 2012 and 30 June 2013 Number (per cent of total)

Occupational Group	NE	SB1	NE	SB2	L	Δ	PV	עח	Wor	nan	M	en	Tota	l Staff
Стопр	12	13	12	13	12	13	12	13	12	13	12	13	12	13
Managers	1	1	2	13	12	13	1	1	1	1	5	2	6	3
	(17)	(33)	(33)				(17)	(33)	(17)	(33)	(83)	(67)	(100)	(100)
Professionals	16	12	6	4				1	20	20	36	23	56	43
	(29)	(28)	(11)	(9)				(2)	(36)	(47)	(64)	(53)	(100)	(100)
Clerical and Administrative	6	2		6	3	1	1	3	16	18	5	7	21	25
Workers	(29)	(8)		(24)	(14)	(4)	(5)	(12)	(76)	(72)	(24)	(28)	(100)	(100)
Technicians and	2		1	2			1		3	1	8	3	11	4
Trade Workers	(18)		(9)	(50)			(9)		(27)	(25)	(73)	(75)	(100)	(100)
Community and Personal Services														
Machinery Operators and Drivers											1 (100)		1 (100)	
Sales Workers														
Labourers														
Total (per cent of total	25	15	9	12	3	1	3	5	40	40	55	35	95	75
departures)	(26)	(20)	(9)	(16)	(3)	(1)	(3)	(7)	(42)	(53)	(58)	(47)	(100)	(100)

Figures are based on total staff terminations, excluding retirements Excludes staff rehired at end of contract and cadets rehired as graduates Total excludes locally employed staff in overseas offices

KEY

NESB1 People from non-English speaking backgrounds

People with parent(s) from non-English speaking backgrounds NESB2

Indigenous Australians PWD People with a disability

Retirements

Year to 30 June 2011 and 30 June 2012 Number

Occupational Group	NE	SB1	NE	SB2	I.A	1	PV	VD	Wor	nen	Me	en	Total	Staff
	12	13	12	13	12	13	12	13	12	13	12	13	12	13
Managers	1										2		2	
Professionals	3						1		2	2	2	3	4	5
Clerical and Administrative Workers	1	2					1			5	1		1	5
Technicians and Trade Workers														
Community and Personal Services														
Machinery Operators and Drivers														
Sales Workers														
Labourers														
Total (per cent of total	5	2					2		2	7	5	3	7	10
departures)	(71)	(20)					(29)		(29)	(70)	(71)	(30)	(100)	(100

Figures are based on total staff retirements, redundancies above retirement age and early retirements Total excludes locally employed staff in overseas offices

KEY

NESB1

People from non-English speaking backgrounds People with parent(s) from non-English speaking backgrounds NESB2

Indigenous Australians PWD People with a disability

Promotions

Year to 30 June 2012 and 30 June 2013 Number

Occupational														
Group	NE	SB1	NES	NESB2		IA		۷D	Wor	nen	M	en	Tot	al Staff
	12	13	12	13	12	13	12	13	12	13	12	13	12	13
Managers	1	1	2	1					4	3	11	8	15	11
Professionals	15	12	9	7				1	25	20	31	40	56	60
Clerical and Administrative Workers		1	5	3		3		1	12	19	3	4	15	23
Technicians and Trade Workers	1									1	1	3	1	4
Community and Personal Services														
Machinery Operators and Drivers														
Total (per cent of total	17	14	16	11	0	3	0	2	41	43	46	55	87	98
promotions)	(20)	(14)	(18)	(11)	(0)	(3)	(0)	(2)	(47)	(44)	(53)	(56)	(100)	(100)

Excludes locally employed staff in overseas offices

KEY

NESB1

People from non-English speaking backgrounds People with parent(s) from non-English speaking backgrounds Indigenous Australians NESB2

PWD People with disabilities

