

Appendices

Diversity & Inclusion Policy Committee Terms of Reference

Role

The role of the Diversity & Inclusion Policy Committee (the Committee) is to assist the Reserve Bank of Australia (the Bank) to achieve its aims relating to equity and diversity in the workplace.

Functions

The Committee has the following functions:

- make recommendations to the Executive Committee on equity and diversity principles and policy
- set the priorities for and monitor the implementation of an equity and diversity program for the Bank
- monitor and report periodically to the Governor and the Executive Committee on these matters.

Membership

The Committee has nine members:

- Chairperson – Head of Human Resources (ex officio)
- Secretary – Diversity & Inclusion Consultant, Human Resources (ex officio)
- Employee Representatives (four) – appointed by a sub-Committee 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 three years for all positions, with the exception of ex-officio positions.

Meetings

The Committee will meet three times each year.

Membership as at 30 June 2014

Chairperson	Melissa Hope
Secretary	Marija Dumovic
Employee Representative	Aaron Bovis
Employee Representative	Belinda Cheung
Employee Representative	Bernadette Donovan
Employee Representative	Alex Heath
Union Representative	Vacant
Union Representative (alternate)	Jason Jux
Representative of the Accessibility Consultative Group – Chairperson	Glen McLane
Representative of the Diversity Contact Manager Network – Chairperson	Marija Dumovic

Statistical Tables

Representation within Classification Levels

As at 30 June 2013 and 30 June 2014

Number (per cent of total employees within classification level)

Levels	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	13	14	13	14	13	14	13	14	13	14	13	14	13	14
Trainees	2 (11)	1 (5)	3 (16)	3 (14)	1 (5)	1 (5)	2 (11)		10 (53)	11 (52)	9 (47)	10 (48)	19 (100)	21 (100)
Cadets		1 (13)	2 (17)	2					7 (47)	4 (33)	8 (53)	8 (67)	15 (100)	12 (100)
Graduates	14 (18)	12 (13)	3 (4)	9 (10)					37 (46)	43 (47)	43 (54)	49 (53)	80 (100)	92 (100)
L1	10 (31)	9 (35)	1 (3)	2 (8)	2 (6)	2 (8)	2 (6)	2 (8)	19 (59)	15 (58)	13 (41)	11 (42)	32 (100)	26 (100)
L2	21 (27)	20 (26)	14 (18)	12 (16)	2 (3)	2 (3)	3 (4)	5 (6)	56 (73)	53 (69)	21 (27)	24 (31)	77 (100)	77 (100)
L3	48 (29)	52 (30)	23 (14)	19 (11)	2 (1)	2 (1)	9 (5)	6 (3)	103 (61)	109 (63)	65 (39)	63 (37)	168 (100)	172 (100)
L3/4	47 (26)	48 (25)	29 (16)	24 (12)				6 (3)	6 (3)	66 (37)	71 (37)	112 (63)	122 (63)	193 (100)
L4	99 (39)	121 (40)	35 (14)	35 (12)				9 (4)	8 (3)	93 (36)	104 (34)	162 (64)	255 (100)	302 (100)
L5	25 (15)	35 (19)	24 (15)	25 (14)				5 (3)	3 (2)	46 (28)	56 (31)	119 (72)	124 (69)	180 (100)
L6	7 (10)	8 (11)	8 (12)	10 (14)				2 (3)	2 (3)	26 (38)	26 (35)	43 (62)	48 (65)	74 (100)
Deputy Head	1 (4)	1 (4)	4 (17)	4 (16)					3 (13)	4 (16)	20 (87)	21 (84)	23 (100)	25 (100)
Department Head and above	1 (4)	1 (4)	1 (4)	1 (4)					8 (29)	7 (27)	20 (71)	19 (73)	28 (100)	26 (100)
Total	275 (23)	309 (26)	147 (13)	146 (12)	7 (1)	7 (1)	38 (3)	32 (3)	474 (43)	503 (42)	635 (57)	697 (58)	1109 (100)	1200 (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 a disability

Representation within Salary Ranges

As at 30 June 2014

Number (per cent of total employees within salary range)

Salary	NESB1	NESB2	IA	PWD	Women	Men	Total Staff
Below \$40,000	2 (6)	5 (15)	1 (3)		15 (45)	18 (55)	33 (100)
\$40,000–\$49,999	4 (20)	2 (10)	2 (10)	2 (10)	12 (60)	8 (40)	20 (100)
\$50,000–\$59,999	15 (31)	6 (13)	1 (2)	3 (6)	31 (65)	17 (35)	48 (100)
\$60,000–\$69,999	15 (19)	11 (14)	1 (1)	2 (3)	46 (58)	34 (43)	80 (100)
\$70,000–\$79,999	37 (25)	17 (12)		1 (1)	80 (54)	67 (46)	147 (100)
\$80,000–\$89,999	36 (26)	13 (10)		5 (4)	64 (47)	72 (53)	136 (100)
\$90,000–\$99,999	56 (31)	24 (13)	2 (1)	6 (3)	80 (44)	101 (56)	181 (100)
\$100,000–\$109,999	26 (35)	10 (14)		5 (7)	25 (34)	49 (66)	74 (100)
\$110,000–\$119,999	37 (41)	11 (12)		2 (2)	33 (37)	57 (63)	90 (100)
\$120,000–\$129,999	34 (41)	7 (9)		1 (1)	25 (30)	57 (70)	82 (100)
\$130,000–\$139,999	13 (25)	8 (15)			15 (28)	38 (72)	53 (100)
\$140,000–\$149,999	12 (22)	5 (9)		3 (5)	18 (33)	37 (67)	55 (100)
\$150,000 & over	22 (11)	27 (13)		2 (1)	59 (29)	142 (71)	201 (100)
Total	309 (26)	146 (12)	7 (1)	32 (3)	503 (42)	697 (58)	1200 (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 a disability

Representation within Occupational Groups
As at 30 June 2013 and 30 June 2014
Number (per cent of total employees within occupational group)

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	13	14	13	14	13	14	13	14	13	14	13	14	13	14
Managers	9	10	14	15			2	2	36	38	85	87	121	125
	(7)	(8)	(12)	(12)			(2)	(2)	(30)	(30)	(70)	(70)	(100)	(100)
Professionals	189	213	93	88			20	14	257	290	431	467	688	757
	(27)	(28)	(14)	(12)			(3)	(2)	(37)	(38)	(63)	(62)	(100)	(100)
Clerical and Administrative Workers	54	54	35	33	7	7	13	12	161	155	71	71	232	226
	(23)	(24)	(15)	(15)	(3)	(3)	(6)	(5)	(69)	(69)	(31)	(31)	(100)	(100)
Technicians and Trade Workers	22	31	4	9			3	4	18	18	44	68	62	86
	(35)	(36)	(6)	(10)			(5)	(5)	(29)	(21)	(71)	(79)	(100)	(100)
Community and Personal Services	1	1	1	1					2	2	3	3	5	5
	(20)	(20)	(20)	(20)					(40)	(40)	(60)	(60)	(100)	(100)
Machinery Operators and Drivers											1	1	1	1
											(100)	(100)	(100)	(100)
Total	275	309	147	146	7	7	38	32	474	503	635	697	1109	1200
	(25)	(26)	(13)	(12)	(1)	(1)	(3)	(3)	(43)	(42)	(57)	(58)	(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
- IA Indigenous Australians
- PWD People with a disability

Recruitment
Year to 30 June 2013 and 30 June 2014
Number

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
Managers	2	1							2	2	5	4	7	6
Professionals	20	46	8	18			1	1	39	54	60	106	99	160
Clerical and Administrative Workers	5	4	1	3	1	1	2	2	22	18	13	8	35	26
Technicians and Trade Workers	3	8	1	3					2	3	6	19	8	22
Community and Personal Services											1		1	
Machinery Operators and Drivers														
Total (per cent of total recruitment)	30 (20)	59 (28)	10 (7)	24 (11)	1 (1)	1 (0)	3 (2)	3 (1)	65 (43)	77 (36)	85 (57)	137 (64)	150 (100)	214 (100)

Figures are based on total employee recruitment and include 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
 NESB2 People with parent(s) from non-English speaking backgrounds
 IA Indigenous Australians
 PWD People with a disability

Separations

Year to 30 June 2013 and 30 June 2014

Number (per cent of total)

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	13	14	13	14	13	14	13	14	13	14	13	14	13	14
Managers	1						1		1	2	2	3	3	5
	(33)						(33)		(33)	(40)	(67)	(60)	(100)	(100)
Professionals	12	22	4	20			1	5	20	28	23	53	43	81
	(28)	(27)	(9)	(25)			(2)	(6)	(47)	(35)	(53)	(65)	(100)	(100)
Clerical and Administrative Workers	2	5	6	2	1	1	3	2	18	11	7	6	25	17
	(8)	(29)	(24)	(12)	(4)	(6)	(12)	(12)	(72)	(65)	(28)	(35)	(100)	(100)
Technicians and Trade Workers			2	3					1	1	3	7	4	8
			(50)	(38)					(25)	(13)	(75)	(88)	(100)	(100)
Community and Personal Services														
Machinery Operators and Drivers														
Sales Workers														
Labourers														
Total (per cent of total retirements)	15	27	12	25	1	1	5	7	40	42	35	69	75	111
	(20)	(24)	(16)	(23)	(1)	(1)	(7)	(6)	(53)	(38)	(47)	(62)	(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

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

IA Indigenous Australians

PWD People with a disability

Retirements
Year to 30 June 2013 and 30 June 2014
Number (per cent of total)

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
Managers									1		1			2
Professionals		2					1	2	1	3	4	5	5	
Clerical and Administrative Workers	2	1					1	5	4				5	4
Technicians and Trade Workers											1			1
Community and Personal Services														
Machinery Operators and Drivers														
Sales Workers														
Labourers														
Total (per cent of total retirements)	2 (20)	3 (25)					2 (17)	7 (70)	6 (50)	3 (30)	6 (50)	10 (100)	12 (100)	

Figures are based on total employee retirements, redundancies above retirement age and early retirements
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 a disability

Promotions
Year to 30 June 2013 and 30 June 2014
Number

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014	2013	2014
Managers	1		1	2					3	1	8	6	11	7
Professionals	12	14	7	5			1		20	25	40	26	60	51
Clerical and Administrative Workers	1	3	3	2	3		1	1	19	12	4	6	23	18
Technicians and Trade Workers		1		2				1	1	1	3	4	4	5
Community and Personal Services														
Machinery Operators and Drivers														
Total (per cent of total promotions)	14 (14)	18 (22)	11 (11)	11 (14)	3 (3)	0 (0)	2 (2)	2 (2)	43 (44)	39 (48)	55 (56)	42 (52)	98 (100)	81 (100)

Total excludes locally employed staff in overseas offices

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- IA Indigenous Australians
- PWD People with a disability

