

# 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 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:

- Chair – Head of Human Resources Department (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 (Chair, ex officio)
- Representative from the Diversity Contact Manager Network (Chair, 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 2015

**Chair** Melissa Hope

**Secretary** Kylie Fuller

**Employee Representative** Morgan Spearritt

**Employee Representative** Aaron Bovis

**Employee Representative** Alex Heath

**Employee Representative** Belinda Cheung

**Union Representative** Jason Jux

**Union Representative (alternate)** Brendan Filipovski

**Representative of the Diversity Contact**

**Manager Network – Chair** Kylie Fuller

## Statistical Tables

### Representation within Classification Levels

As at 30 June 2014 and 30 June 2015

Number (per cent of total employees within classification level)

Levels	NESB1		NESB2		IA		PWD		Women		Men		Total Staff		
	14	15	14	15	14	15	14	15	14	15	14	15	14	15	
Trainees	1 (5)		3 (14)	6 (25)	1 (5)				1 (4)	11 (52)	9 (38)	10 (48)	15 (63)	21 (100)	24 (100)
Cadets	1 (8)		2 (17)							4 (33)	5 (56)	8 (67)	4 (44)	12 (100)	9 (100)
Graduates	12 (13)	5 (7)	9 (10)	10 (13)						43 (47)	32 (42)	49 (53)	44 (58)	92 (100)	76 (100)
L1	9 (35)	7 (33)	2 (8)	3 (14)	2 (8)		2 (8)	2 (10)	15 (58)	11 (52)	11 (42)	10 (48)	26 (100)	21 (100)	
L2	20 (26)	20 (26)	12 (16)	9 (12)	2 (3)	2 (3)	5 (6)	5 (7)	53 (69)	54 (71)	24 (31)	22 (29)	77 (100)	76 (100)	
L3	52 (30)	46 (26)	19 (11)	22 (12)	2 (1)	2 (1)	6 (3)	6 (3)	109 (63)	113 (63)	63 (37)	67 (37)	172 (100)	180 (100)	
L3/4	48 (25)	61 (29)	24 (12)	23 (11)			6 (3)	5 (2)	71 (37)	89 (42)	122 (63)	125 (58)	193 (100)	214 (100)	
L4	121 (40)	119 (36)	35 (12)	40 (12)			8 (3)	8 (2)	104 (34)	106 (32)	198 (66)	229 (68)	302 (100)	335 (100)	
L5	35 (19)	42 (22)	25 (14)	27 (14)			3 (2)	4 (2)	56 (31)	62 (33)	124 (69)	127 (67)	180 (100)	189 (100)	
L6	8 (11)	7 (10)	10 (14)	9 (12)			2 (3)	2 (3)	26 (35)	27 (37)	48 (65)	46 (63)	74 (100)	73 (100)	
Deputy Head	1 (4)	1 (4)	4 (16)	5 (19)						4 (16)	4 (15)	21 (84)	22 (85)	25 (100)	26 (100)
Department Head and above	1 (4)	1 (4)	1 (4)	1 (4)						7 (27)	7 (26)	19 (73)	20 (74)	26 (100)	27 (100)
<b>Total</b>	<b>309 (26)</b>	<b>309 (25)</b>	<b>146 (12)</b>	<b>155 (12)</b>	<b>7 (1)</b>	<b>4</b>	<b>32 (3)</b>	<b>33 (3)</b>	<b>503 (42)</b>	<b>519 (42)</b>	<b>697 (58)</b>	<b>731 (58)</b>	<b>1200 (100)</b>	<b>1250 (100)</b>	

Total excludes locally employed staff in overseas offices

#### KEY

- NESB1 People from a non-English speaking background
- NESB2 People with parent(s) from a non-English speaking background
- IA Indigenous Australians
- PWD People with disabilities

## Representation within Salary Ranges

As at 30 June 2015

Number (per cent of total employees within salary range)

Salary	NESB1	NESB2	IA	PWD	Women	Men	Total Staff
Below \$40,000		6 (18)		2 (6)	14 (41)	20 (59)	34 (100)
\$40,000–\$49,999	4 (27)	3 (20)		1 (7)	7 (47)	8 (53)	15 (100)
\$50,000–\$59,999	11 (23)	5 (11)	1 (2)	3 (6)	35 (74)	12 (66)	47 (100)
\$60,000–\$69,999	17 (16)	13 (12)	1 (1)	2 (2)	55 (50)	54 (50)	109 (100)
\$70,000–\$79,999	30 (29)	14 (14)		1 (1)	59 (58)	43 (42)	102 (100)
\$80,000–\$89,999	36 (24)	13 (9)		5 (3)	85 (56)	66 (44)	151 (100)
\$90,000–\$99,999	54 (28)	25 (13)	2 (1)	5 (3)	81 (43)	109 (57)	190 (100)
\$100,000–\$109,999	30 (38)	10 (13)		4 (5)	25 (31)	55 (69)	80 (100)
\$110,000–\$119,999	40 (36)	15 (14)		3 (3)	34 (31)	76 (69)	110 (100)
\$120,000–\$129,999	35 (38)	10 (11)		1 (1)	28 (30)	64 (70)	92 (100)
\$130,000–\$139,999	13 (24)	7 (13)			16 (30)	38 (70)	54 (100)
\$140,000–\$149,999	14 (26)	4 (8)		2 (4)	15 (28)	38 (72)	53 (100)
\$150,000 & over	25 (12)	30 (14)		4 (2)	65 (31)	148 (69)	213 (100)
<b>Total</b>	<b>309</b> <b>(25)</b>	<b>155</b> <b>(12)</b>	<b>4</b>	<b>33</b> <b>(3)</b>	<b>519</b> <b>(42)</b>	<b>731</b> <b>(58)</b>	<b>1250</b> <b>(100)</b>

Total excludes locally employed staff in overseas offices

### KEY

- NESB1 People from a non-English speaking background
- NESB2 People with parent(s) from a non-English speaking background
- IA Indigenous Australians
- PWD People with disabilities

**Representation within Occupational Groups**  
As at 30 June 2014 and 30 June 2015  
Number (per cent of total employees within occupational group)

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	14	15	14	15	14	15	14	15	14	15	14	15	14	15
Managers	10	9	15	17			2		38	41	87	88	125	129
	(8)	(7)	(12)	(13)			(2)		(30)	(32)	(70)	(68)	(100)	(100)
Professionals	213	244	88	96			14	17	290	313	467	547	757	860
	(28)	(28)	(12)	(11)			(2)	(2)	(38)	(36)	(62)	(64)	(100)	(100)
Clerical and Administrative Workers	54	48	33	36	7	4	12	12	155	150	71	70	226	220
	(24)	(22)	(15)	(16)	(3)	(2)	(5)	(5)	(69)	(68)	(31)	(32)	(100)	(100)
Technicians and Trade Workers	31	7	9	5			4		18	13	68	23	86	36
	(36)	(19)	(10)	(14)			(5)		(21)	(36)	(79)	(64)	(100)	(100)
Community and Personal Services	1	1	1	1					2	2	3	2	5	4
	(20)	(25)	(20)	(25)					(40)	(50)	(60)	(50)	(100)	(100)
Machinery Operators and Drivers											1	1	1	1
											(100)	(100)	(100)	(100)
<b>Total</b>	<b>309</b>	<b>309</b>	<b>146</b>	<b>155</b>	<b>7</b>	<b>4</b>	<b>32</b>	<b>29</b>	<b>503</b>	<b>519</b>	<b>697</b>	<b>731</b>	<b>1200</b>	<b>1250</b>
	<b>(26)</b>	<b>(25)</b>	<b>(12)</b>	<b>(12)</b>	<b>(1)</b>		<b>(3)</b>	<b>(2)</b>	<b>(42)</b>	<b>(42)</b>	<b>(58)</b>	<b>(58)</b>	<b>(100)</b>	<b>(100)</b>

Total excludes locally employed staff in overseas offices

**KEY**

NESB1 People from a non-English speaking background  
 NESB2 People with parent(s) from a non-English speaking background  
 IA Indigenous Australians  
 PWD People with a disability

**Recruitment**  
Year to 30 June 2014 and 30 June 2015  
Number (per cent of total)

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	14	15	14	15	14	15	14	15	14	15	14	15	14	15
Managers	1	2		1					2	4	4	2	6	6
Professionals	46	27	18	6			1		54	50	106	104	160	154
Clerical and Administrative Workers	4	1	3	6	1		2	2	18	17	8	17	26	34
Technicians and Trade Workers	8	1	3	1				1	3	4	19	11	22	15
Community and Personal Services														
Machinery Operators and Drivers														
<b>Total (per cent of total recruitment)</b>	<b>59</b> <b>(28)</b>	<b>31</b> <b>(15)</b>	<b>24</b> <b>(11)</b>	<b>14</b> <b>(7)</b>	<b>1</b> <b>(0)</b>		<b>3</b> <b>(1)</b>	<b>3</b> <b>(1)</b>	<b>77</b> <b>(36)</b>	<b>75</b> <b>(36)</b>	<b>137</b> <b>(64)</b>	<b>134</b> <b>(64)</b>	<b>214</b> <b>(100)</b>	<b>209</b> <b>(100)</b>

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 a non-English speaking background
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## Separations

Year to 30 June 2014 and 30 June 2015

Number (per cent of total)

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff		
	14	15	14	15	14	15	14	15	14	15	14	15	14	15	
Managers		1 (50)							2 (40)	1 (50)	3 (60)	1 (50)	5 (100)	2 (100)	
Professionals	22 (27)	27 (25)	20 (25)	4 (4)				5 (6)		28 (35)	36 (34)	53 (65)	70 (66)	81 (100)	106 (100)
Clerical and Administrative Workers	5 (29)	2 (8)	2 (12)	4 (15)	1 (6)	3 (12)	2 (12)	2 (8)	11 (65)	15 (58)	6 (35)	11 (42)	17 (100)	26 (100)	
Technicians and Trade Workers		2 (18)	3 (38)						1 (9)	1 (13)	1 (9)	7 (88)	10 (91)	8 (100)	11 (100)
Community and Personal Services															
Machinery Operators and Drivers															
Sales Workers															
Labourers															
<b>Total (per cent of total separations)</b>	<b>27 (24)</b>	<b>32 (22)</b>	<b>25 (23)</b>	<b>8 (6)</b>	<b>1 (1)</b>	<b>3 (2)</b>	<b>7 (6)</b>	<b>3 (2)</b>	<b>42 (38)</b>	<b>53 (37)</b>	<b>69 (62)</b>	<b>92 (63)</b>	<b>111 (100)</b>	<b>145 (100)</b>	

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

### KEY

NESB1 People from a non-English speaking background  
NESB2 People with parent(s) from a non-English speaking background  
IA Indigenous Australians  
PWD People with a disability

**Retirements**  
Year to 30 June 2014 and 30 June 2015  
Number (per cent of total)

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	14	15	14	15	14	15	14	15	14	15	14	15	14	15
Managers									1	2	1	1	2	3
Professionals	2	1					1		1	1	4	4	5	5
Clerical and Administrative Workers	1	6					1		4	3		3	4	6
Technicians and Trade Workers											1		1	
Community and Personal Services														
Machinery Operators and Drivers														
Sales Workers														
Labourers														
<b>Total (per cent of total retirements)</b>	<b>3</b>	<b>7</b>					<b>2</b>		<b>6</b>	<b>6</b>	<b>6</b>	<b>8</b>	<b>12</b>	<b>14</b>
	(25)	(50)					(17)		(50)	(43)	(50)	(57)	(100)	(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 a non-English speaking background
- NESB2 People with parent(s) from a non-English speaking background
- IA Indigenous Australians
- PWD People with a disability

**Promotions**  
Year to 30 June 2014 and 30 June 2015  
Number (per cent of total)

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	2013/14	2014/15	2013/14	2014/15	2013/14	2014/15	2013/14	2014/15	2013/14	2014/15	2013/14	2014/15	2013/14	2014/15
Managers	14	15	2	1					1	1	6	5	7	6
Professionals	14	11	5	4					25	33	26	24	51	57
Clerical and Administrative Workers	3	1	2	2			1	1	12	15	6	2	18	17
Technicians and Trade Workers	1		2				1		1	1	4	1	5	2
Community and Personal Services														
Machinery Operators and Drivers														
<b>Total (per cent of total promotions)</b>	<b>18</b> <b>(22)</b>	<b>12</b> <b>(15)</b>	<b>11</b> <b>(14)</b>	<b>7</b> <b>(9)</b>			<b>2</b> <b>(2)</b>	<b>1</b> <b>(1)</b>	<b>39</b> <b>(48)</b>	<b>50</b> <b>(61)</b>	<b>42</b> <b>(52)</b>	<b>32</b> <b>(39)</b>	<b>81</b> <b>(100)</b>	<b>82</b> <b>(100)</b>

Total excludes locally employed staff in overseas offices in 2013/14 annual report

**KEY**

- NESB1 People from a non-English speaking background
- NESB2 People with parent(s) from a non-English speaking background
- IA Indigenous Australians
- PWD People with a disability