

# Equity & Diversity

Annual Report 2008



Reserve Bank of Australia

**RESERVE BANK OF AUSTRALIA**



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*G.R. Stevens*  
GOVERNOR

12 September 2008

The Hon Wayne Swan MP  
Treasurer  
Parliament House  
CANBERRA ACT 2600

Dear Treasurer

**EQUITY & DIVERSITY ANNUAL REPORT 2008**

In terms of section 9 of the *Equal Employment Opportunity (Commonwealth Authorities) Act 1987*, I enclose a copy of the Reserve Bank's report on its equity and diversity program for the period 1 July 2007 to 30 June 2008.

We are making arrangements for the Report to be tabled in Parliament in September. I seek your approval for tabling.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'G.R. Stevens'.

Equity in employment opportunity assists in addressing disadvantage experienced by designated groups in the workplace, including women, Indigenous Australians, people with disabilities and people from non

# **EQUITY & DIVERSITY**

ANNUAL REPORT

# **2008**

English speaking backgrounds. Equity also provides an important platform underpinning workplace diversity policies for gender, age, language, ethnicity, cultural background, sexual orientation, religious belief and family responsibilities. Diversity covers all these areas, but also includes other ways in which people are different such as educational level, life experience, work experience, socio-economic background, personality and marital status.



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## FOREWORD

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This is the twenty-first annual report of the Reserve Bank of Australia as required under the *Equal Employment Opportunity (Commonwealth Authorities) Act 1987*.

The Reserve Bank's diversity program aims to ensure that all staff are treated with dignity and respect in the workplace and experience equal opportunity throughout their careers with the Bank. To help design an effective program, the Equity & Diversity Policy Committee has continued to devote considerable efforts improving the database on equity and diversity in the workplace. This is reflected in the range of statistics made available in this Report. Going forward this will help the Bank identify the issues and priorities for inclusion in its Workplace Diversity Plan.

Over the past year, the Bank focused on issues of accessibility for staff, seeking to raise awareness of assistive technology – products that aid access to both physical infrastructure and to computing systems and information. It did so by purchasing an online accessibility training package and by running information sessions. The Bank also continued its efforts to assist staff in the balancing of responsibilities at work and at home by introducing more flexible leave arrangements.



Keith Hall

Chairperson  
Equity & Diversity Policy Committee

# SECTION I

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## EQUITY & DIVERSITY AT THE RBA

### Commitment

The RBA is committed to embedding the principles of equity and diversity into its everyday work practices. To assist in reaching this goal, the *Workplace Diversity Plan 2006 -2008* (“*Diversity Plan*”) was designed to promote and implement policies and resources to create a workplace that is fair, inclusive and free from all forms of unacceptable behaviour. The main goal of the *Diversity Plan* is to ensure that equity and diversity is viewed as mainstream to the RBA’s operations and is an integral part of policies, programs and behaviour. A new *Diversity Plan* will be implemented in the coming year.

### Legislation

The table below details the legal obligations that underpin the RBA’s diversity program. It shows the various pieces of legislation that have provided a basis for the RBA’s policies and practices aimed at ensuring a fair and equitable workplace.

RBA DIVERSITY PROGRAM		
Workplace Diversity Plan		
Racial Discrimination Act 1975	Privacy Act 1988	Occupational Health & Safety (Commonwealth Employment) Act 1991
Sex Discrimination Act 1984	Freedom of Information Act 1989	Disability Discrimination Act 1992
Human Rights & Equal Opportunity Commission Act 1986	Workplace Relations Act 1996	Commonwealth Disability Strategy 1999
Equal Employment Opportunity (Commonwealth Authorities) Act 1987	Age Discrimination Act 2004	

### Responsibility for Equity & Diversity

The Equity and Diversity Policy Committee is responsible for developing and implementing the RBA’s *Diversity Plan*. The Committee is a consultative body which has, as members, representatives of executive management, staff, the union and Personnel Department. It makes recommendations to the Governor on equity and diversity issues. The Terms of Reference of the Committee is set out in Appendix 5.1.

The Head of each functional group is responsible for equity and diversity activities and performance within their areas, with Personnel Department providing specialist services to assist in the development, implementation and monitoring of the overall program.

'Diversity Contact Managers' within each functional group are responsible for monitoring the implementation of the *Diversity Plan* in their department. All staff have a responsibility to ensure the decisions they take and their actions in the workplace are consistent with equity and diversity principles. Overall accountability for the RBA's equity and diversity program ultimately rests with the Governor.



Equity & Diversity Policy Committee

## Collection of Equity & Diversity Data

Equity and diversity information is sought from staff when they commence employment at the RBA. It is provided on a voluntary basis and includes information on any disability that a staff member may have, as well as their ethnic origin and education. The RBA's equity and diversity statistics are based primarily on these data. Additional information on speaking/writing abilities in languages other than English is also collected and updated every year thus providing a database for access by RBA staff for interpreter or translation assistance.

In 2008, all staff were given the opportunity to formally update details of any disability that they may have acquired since commencing work. This has given the RBA the chance to ensure that staff have access to assistive technology, and that staff know who to contact within the RBA on disability-related matters.

## Consultation

The RBA consults with employees on diversity issues through a number of forums to encourage discussion, provide information and gain feedback. The Equity and Diversity Policy Committee provides one such avenue for consultation, as does the network of Diversity Contact Managers (which acts as an intermediary between the Policy Committee and staff). Interested staff are also consulted on building- and systems-accessibility needs, and have representation on the Accessibility Consultative Group, the main group responsible for such issues. The RBA also consults with workplace unions (primarily the Finance Sector Union) on a range of diversity issues.

Apart from the above, the principal means of providing information to staff about equity and diversity issues are via: *Staff Matters*, the staff newsletter; *Currency*, the monthly staff magazine; and Personnel Department's intranet site. The *Equity & Diversity Annual Report 2007* was distributed to staff via email, placed on the RBA's intranet and hard copies made available on request.

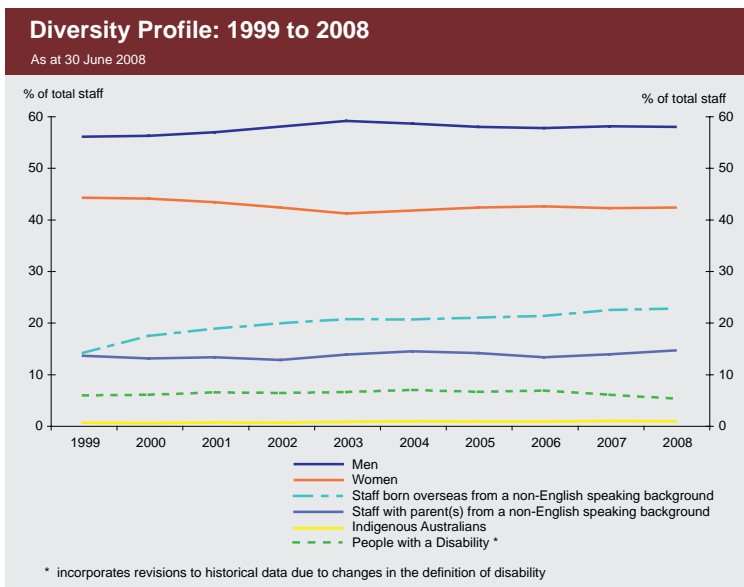


## SECTION 2

### WORKPLACE PROFILE

#### 2.1 Diversity Profile

The RBA currently employs 926 staff. This is an increase of 30, or 3.3 per cent on last year's figure and continues the general upward trend evident over the past five years. The increase in overall staff numbers has not had any significant impact on the share of designated diversity groups as shown in the graph below.

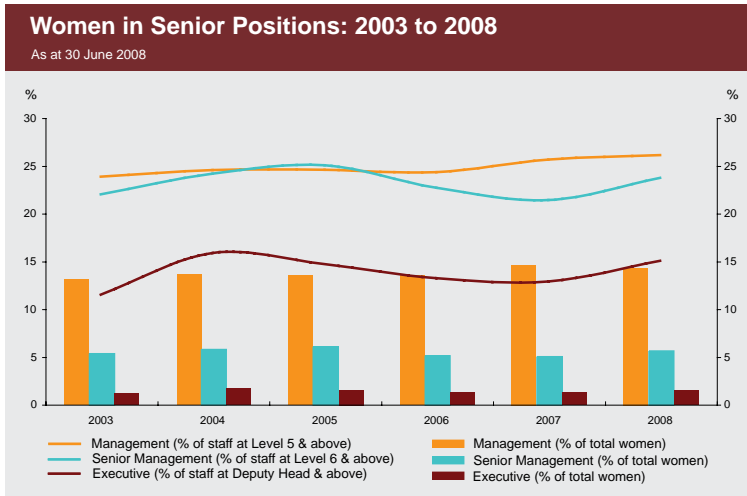


Indigenous Australians continue to account for a very small proportion of staff, at 0.8 per cent. This is lower than their representation in the Australian community (2.3 per cent), and the broader Australian workforce (1.3 per cent). It is, however, comparable to the proportion of indigenous Australians working in occupations similar to those employed at the RBA (0.9 per cent).

Twenty-three per cent of staff were born overseas from a non-English speaking background. The representation of these staff at the RBA is significantly higher than their representation in the Australian community (13.7 per cent) and is also higher than that of the broader Australian workforce, in which 14.3 per cent of Australian workers identified themselves as being from non-English speaking countries.<sup>1</sup>

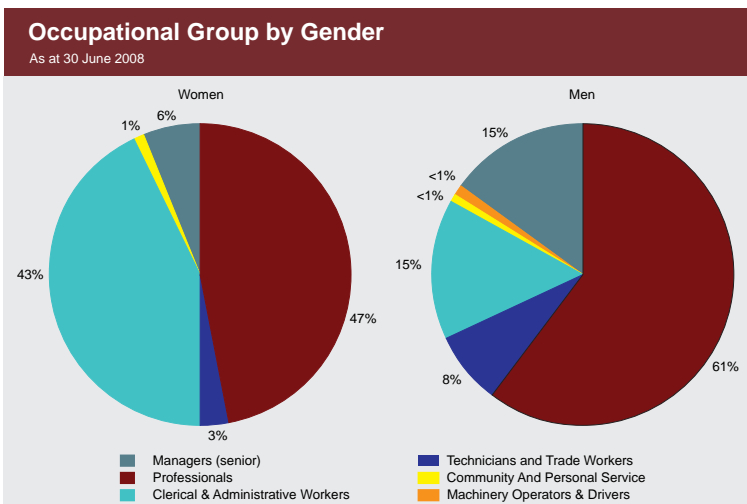
<sup>1</sup> ABS, Census of Population and Housing 2006, ABS, Canberra. People born overseas, excluding those born in the United Kingdom, Republic of Ireland, South Africa, United States of America, New Zealand and Canada.

The representation of women employed at the RBA has also remained stable over the past five years at 42 per cent, comparable to the economy-wide female participation rate of 45 per cent. Women continue to be under-represented at the management levels of the RBA, particularly at the executive level. In June 2008, a research project commenced to analyse the career experience of staff by gender in more depth.

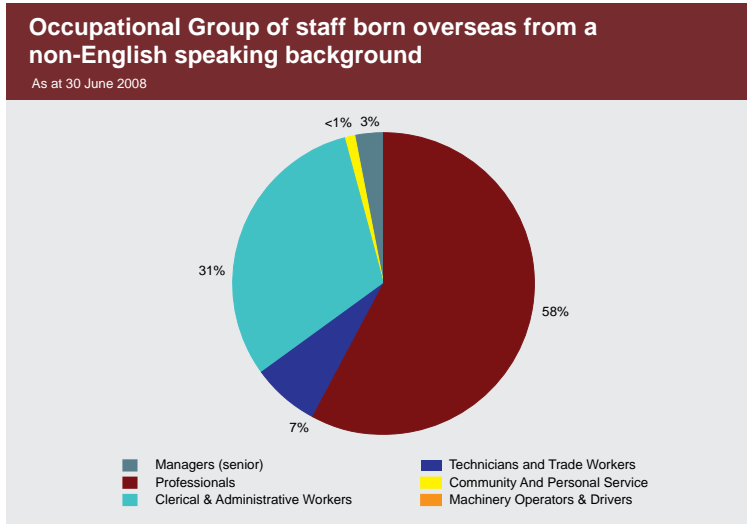


## 2.2 Occupational Groups

The RBA continues to change from an organisation predominantly comprising clerical and administrative positions to one of a predominantly professional nature. Currently, 47 per cent of all women at the RBA occupy professional positions compared to 61 per cent of all men. There continues to be an over-representation of women in the clerical/administrative occupational group with 43 per cent of all women employed in clerical positions, compared to only 15 per cent of men.



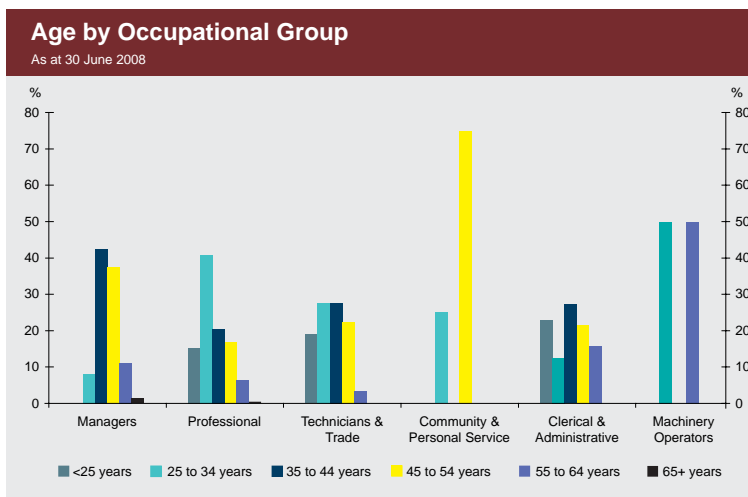
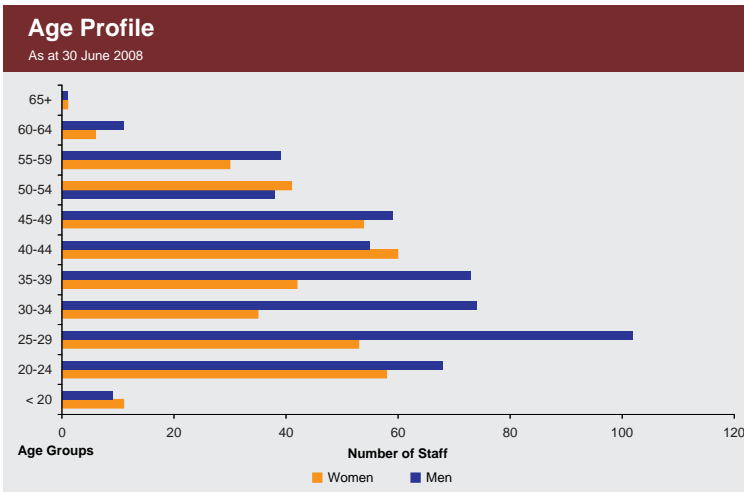
Staff born overseas from a non-English speaking background are highly represented in the professional occupational category with 58 per cent of all such staff employed in professional roles. Three per cent are employed in senior management positions, the same as the previous reporting period. Thirty-one per cent are currently employed in clerical/administrative positions.



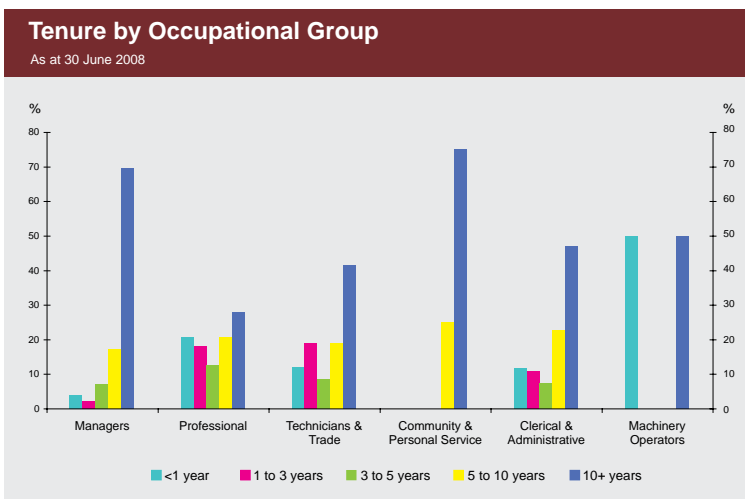
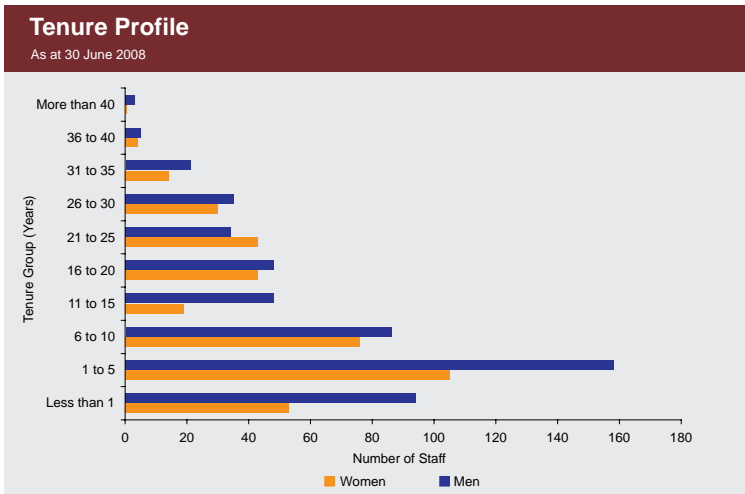
## 2.3 Age & Tenure

Age distribution and length of service data provide an interesting profile of the RBA and help determine strategies for succession planning and recruitment.

The median age of staff at the RBA is 37. Male staff tend to be slightly younger than female staff, with 48 per cent of men compared to 41 per cent of women under the age of 35; eight years ago, however, the reverse was true. The corollary to this is that there is currently a higher proportion of women that have 10 years or less to retirement age than there was in 2000. Currently, one-third of women are aged 45 and above, compared to 19 per cent in 2000; for men, 28 per cent are in this age bracket, which is lower than eight years ago (32 per cent). With few staff aged 45 and above resigning from the RBA, it serves as an indicator of future retirements. The percentage of staff that are currently eligible for retirement (over 54 years of age) is 10 per cent.

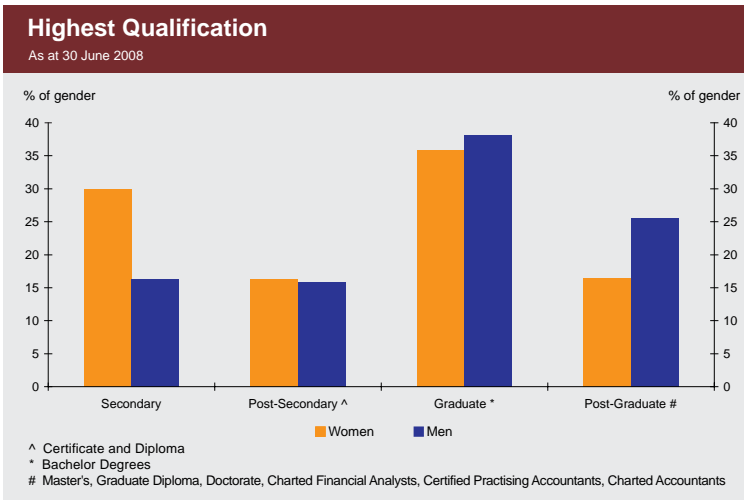


Length-of-service statistics provide a snapshot of the RBA's changing workforce. They indicate that, relative to the year 2000, the length of time that staff are employed at the RBA has shortened somewhat. Currently, 45 per cent of staff have spent less than 5 years at the RBA, compared with 35 per cent eight years ago. In comparison, 21 per cent of staff have been employed by the RBA for more than 20 years, while 31 per cent had in 2000. On average, staff currently spend about 11 years at the RBA.

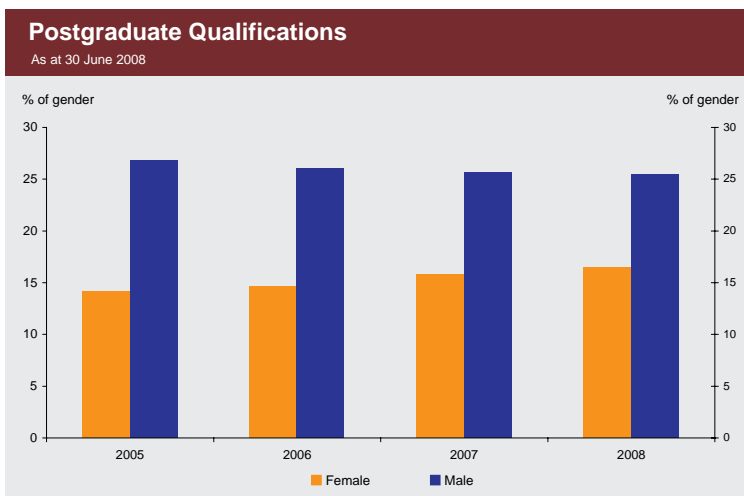


## 2.4 Educational Qualifications

Seventy-seven per cent of staff have a post-secondary or tertiary qualification. Overall, 61 per cent of staff now hold a Bachelor Degree or higher, whilst almost a quarter of staff hold a postgraduate qualification.



There is no significant difference in the percentage of women holding Certificate or Diploma and Bachelor qualifications when compared to men. A gap remains in postgraduate qualifications where 17 per cent of women compared to 26 per cent of men hold postgraduate qualifications, although this gap has narrowed a little in the past four years.



## SECTION 3

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# HUMAN RESOURCE POLICIES & PRACTICES

## 3.1 Recruitment & Selection

The RBA's recruitment policies and guidelines highlight the importance of equity and diversity principles in the selection of staff. The RBA continues to attract high-quality external candidates at all levels including to its graduate and entry-level programs. The RBA uses a range of merit-based recruitment strategies to attract a diverse range of applicants including from groups under-represented in the RBA.

The RBA's selection processes are continually under review to ensure compliance with anti-discrimination legislation. The RBA's training of selection panel members is conducted by subject-matter experts and highlights equity and diversity principles and anti-discrimination issues.



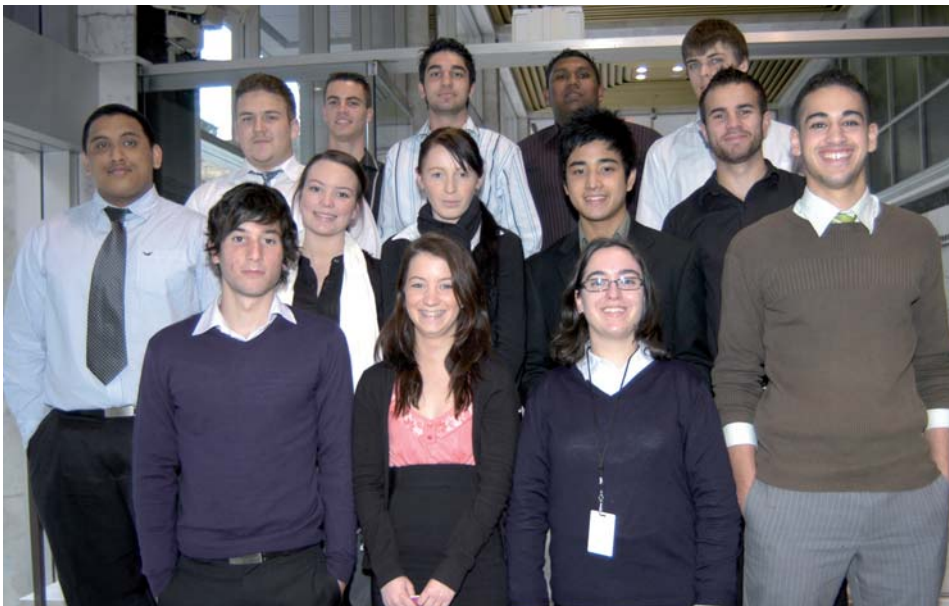
2008 graduate recruits

The *Graduate Development Program* continues to attract qualified women into professional positions. The graduate intake for 2008 saw the largest proportion of female graduates entering the RBA for some time, at 45 per cent of the total intake. The RBA's involvement with the Australian Association of Graduate Employers and participation in the annual Australasian Graduate Recruitment Benchmarking Survey ensures that the RBA is well informed on best practice initiatives in graduate recruitment.

GRADUATE RECRUITS GENDER RATIOS				
Year	Women	Men	Total	Ratio
2008	24	29	53	45:55
2007	11	30	41	27:73
2006	11	26	37	30:70
2005	15	25	40	38:63
2004	8	21	29	28:72
2003	8	26	34	24:76
2002*	14	25	39	36:64
2001	7	26	33	21:79
2000	14	20	34	41:59

\*The 2002 figure includes 4 graduates that did not participate in the Graduate Development Program (2 males, 2 females)

Online recruitment is the most prominent medium used to attract new employees; all RBA vacancies are advertised on the RBA's own web site and on a number of prominent online job boards. Candidates for the RBA's *Traineeship Program* are sourced through TAFE colleges, high schools, job boards and specialist employment agencies representing people with disabilities and indigenous Australians. Increasingly, the RBA is assessing job applicants for suitability in jobs other than those that they had originally applied for.



2008 Trainees

The RBA seeks to employ indigenous Australians and people with disabilities to designated traineeship positions each year. In the coming year the RBA will examine indigenous recruitment programs and scholarships. The RBA will also investigate avenues to promote High School work experience programs to students with disabilities and indigenous Australians.

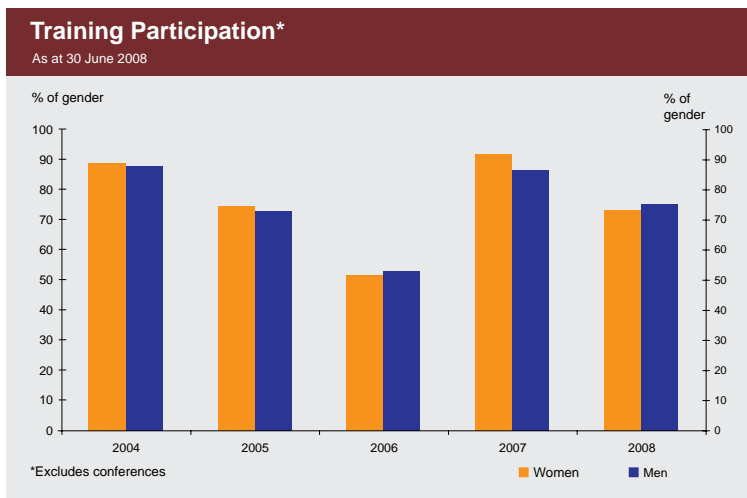


## 3.2 Learning & Development

Equity and diversity issues are incorporated into learning and development programs provided by the RBA. In 2007, the RBA's training programs and practices were reviewed to ensure that they met the diversity needs of staff.

A number of programs addressing diversity and cultural awareness were implemented during 2007/08. A workshop on equity and diversity was developed for non-managerial staff as part of the *Skills Development Certificate*. The RBA also offers English language skills training for staff from a non-English speaking background, primarily writing and grammar coaching over a number of months. The RBA consulted with its indigenous staff on methods of increasing awareness of indigenous issues during NAIDOC week. The RBA's Aboriginal artwork was displayed in the *Museum of Australian Currency Notes* and an awareness session was held for the RBA's Diversity Contact Managers.

The RBA monitors women's access to, and participation in, training activities. The RBA continues to support *Springboard*, an external professional development program for non-managerial women, with seven women attending in 2007/08. A similar program, *Top Steps*, was successfully piloted and is now part of the RBA's equity program. Two external programs were offered to women in management in 2007/08: *Xplore Career Resilience* and *Professional Steps*. These programs aim to assist women to develop leadership skills and build strong senior support networks. Women in management were also invited to a series of external events which involved opportunities to hear speakers present on leadership topics and to network with women from other organisations.



As part of an ongoing awareness program, the RBA has undertaken a number of accessibility initiatives. In this reporting period, most of these initiatives related to accessibility of computing-related systems and information, and included: the purchase of an online accessibility training package which was made available to all staff; demonstrations for staff of the various accessibility tools used by the RBA; general awareness workshops on accessibility and electronic documents; and making the RBA's core online training modules available in alternative formats.

## Graduate Development Program

The two-year *Graduate Development Program* continues to provide extensive training and development opportunities as well as a strong foundation for longer term professional development. Fifty-three graduates, predominantly with Honours degrees, joined the 2008 program. Graduates on the Development Program, like all new RBA employees, receive training in equity and diversity as part of the induction process.

## Management Programs

The RBA supports a range of management programs for its staff. Each year, the RBA runs its *Central Banking Management Program* for newly promoted managers. This program seeks to foster the leadership skills of these managers, while also enhancing their understanding of the RBA's operations, policies and practices, including on equity and diversity matters. The program also provides participants with the opportunity to have direct input into current strategic issues relating to the RBA. The program this year was attended by a total of 15 staff (9 men, 6 women).



Participants at the Central Banking Management Program

Thirteen staff (9 men, 4 women) took part in the *New Managers Program*, which is targeted at staff progressing towards management. It is designed to provide participants with an understanding of the characteristics of effective leadership, team building and management, effective conflict management, and equity and diversity management.

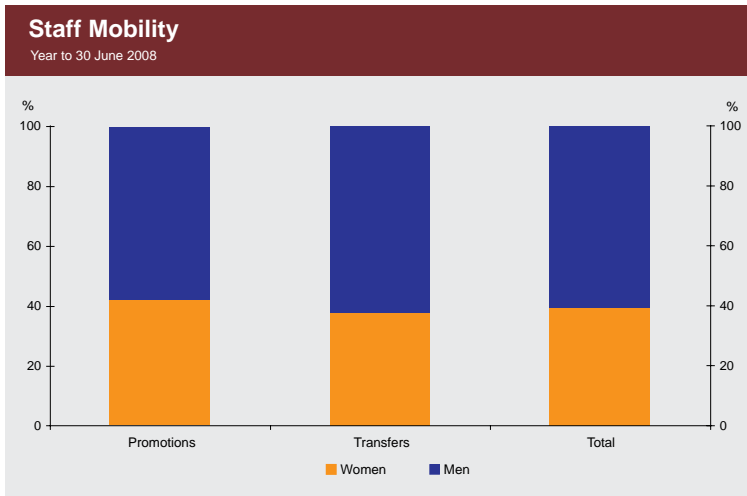
### 3.3 Staff Mobility: Promotions, Transfers, & Secondments

Promotions, transfers and rotations within the RBA, including to overseas and regional offices, are an important means of staff development. Staff are also provided with opportunities to act in higher positions and to undertake secondments to other institutions.

Over the past year, staff have worked at the following organisations – the Bank for International Settlements, the International Monetary Fund, the Bank of France, the Australian Prudential Regulation Authority, and the Australian Securities and Investments Commission.

The RBA has a number of policies and processes in place to ensure the provision of a fair and equitable method of assessment for promotion and transfer and to remove possible barriers to career mobility. These policies require that:

- equity and diversity principles are incorporated in the guidelines;
- both genders are represented on selection panels, where practicable;
- training for selection panel members includes information on their equity responsibilities;
- job-evaluation mechanisms are centralised;
- the criteria for assessing merit are well established;
- part-time staff are eligible to apply for promotion; and
- staff on parental leave can apply for vacant positions.



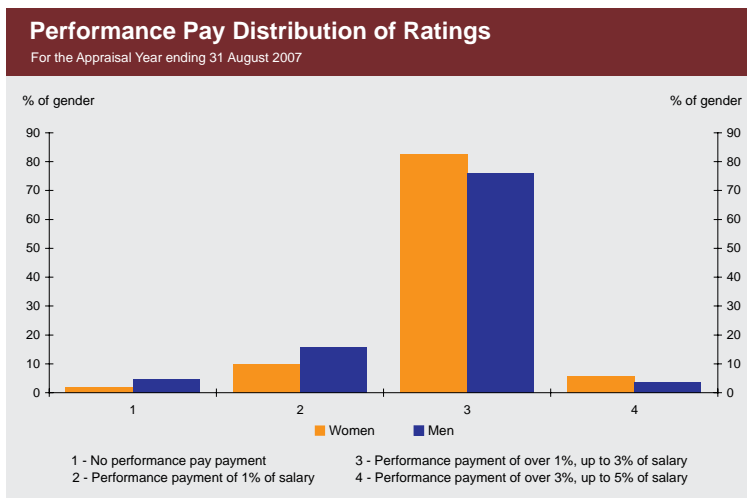
Internal mobility rates for staff continue to be monitored across all equity groups. Female staff accounted for 38 per cent of all staff transfers and 42 per cent of all promotions, comparable to the overall share of female staff at 42 per cent. Sixteen per cent of women were transferred in 2007/08.

The RBA's Business Resumption Site (BRS), which became fully operational in July 2007, was built to provide comprehensive back-up for critical RBA operations. An Intranet site was developed to provide staffing information on transport links, childcare centres in the vicinity and relief arrangements. A survey of staff working at the BRS suggested a high level of staff satisfaction with work/life balance.

### 3.4 Remuneration

The RBA has developed a merit-based remuneration system that discourages any policies or practices that may lead to wage discrimination on the grounds of gender. The RBA's remuneration system has two key features designed to promote pay equity. First, all jobs are regularly evaluated to ensure that they are appropriately remunerated. This is done by comparing remuneration rates for a particular job to that of similar jobs both within the RBA and externally. Second, pay increases for contract staff are determined with reference to an annual skills and performance review; staff covered by the Enterprise Agreement receive a pre-determined wage increase negotiated between the RBA and the union.

Pay distribution within the RBA continues to be monitored. An analysis of salaries of all staff, irrespective of whether staff are on an individual employment contract or are covered by the RBA's Enterprise Agreement, indicates that there is no gender inequity in pay distribution. In 2007/08 women and men earned roughly equivalent amounts at each level within the RBA. Average performance pay outcomes were similar not only for men and for women but for people from non-English speaking backgrounds, and staff with a disability.

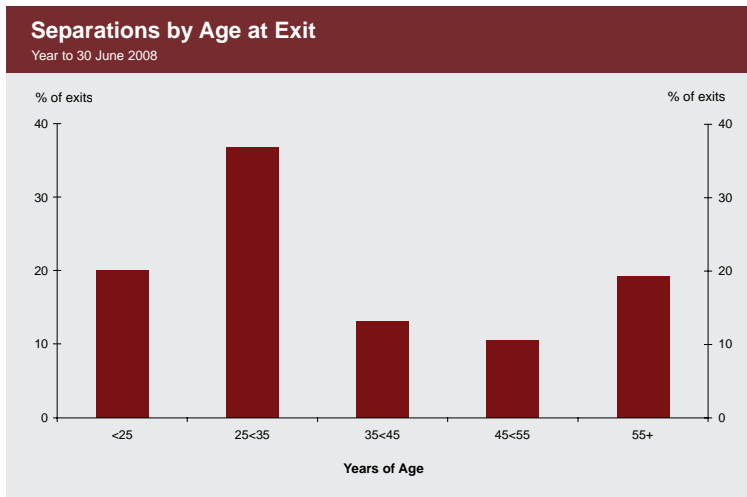


### 3.5 Turnover

The RBA continues to monitor separation data to identify any trends in particular groups. There were 117 separations in 2007/08, compared with 100 the previous year. Women represented 33 per cent of all staff separations in this reporting period which is below their share of employment at the RBA of 42 per cent. The separation rates for women and staff born overseas from a non-English speaking background were both just under 10 per cent, below the separation rate of 13 per cent for the RBA as a whole.

The likelihood of staff staying with the RBA to retirement age is of interest to the RBA from a planning perspective. Staff eligible for retirement (or over 54 years of age) have the largest exit rate within the RBA, with one-quarter of these staff leaving during 2007/08; they account for just under 20 per cent of all exits. The majority of staff leaving the

RBA, however, do so before the age of 35 (at 57 per cent of total exits), although this represents only 15 per cent of staff in these age groups. Around 11 per cent of graduates left the RBA in 2007/08 (or ten graduates), which is slightly lower than that observed in the finance sector more generally (which has a graduate turnover rate of 16 per cent). The large majority of graduates resigning were male, while the average length of employment for graduates that left the RBA in 2007/08 was 1½ years.



## SECTION 4

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### WORK/LIFE BALANCE

#### 4.1 Flexible Working Arrangements

The key objective of the RBA's *Diversity Plan* is to ensure that practices and policies aimed at achieving a better work/life balance are fair and equitable and that they help retain valued staff. A number of policies that provide scope for staff to better balance work and family were reviewed over the year. Looking ahead, the RBA is undertaking a comprehensive review of its flexible work options to determine whether the existing arrangements provide adequate flexibility.

#### Personal Leave

Personal leave arrangements were reviewed during the reporting period. Staff on contract can now use their full annual personal leave entitlement (which consists of sick and carer's leave) for caring purposes. An additional two days unpaid carer's leave, once the paid leave entitlement has been exhausted, is also available. The proposed Enterprise Agreement seeks to extend this condition to staff covered by the Agreement as well. Personal leave for caring purposes can be taken either on a half-day or full-day basis.

Staff on contract now have access to two days paid compassionate leave per occasion when a member of an employee's immediate family is seriously ill or injured. This is consistent with the new Australian Fair Pay and Conditions Standard. The proposed Enterprise Agreement also seeks to extend this condition to staff covered by the collective agreement.

In 2007/08, carer's leave was used by 409 staff (or 46 per cent of all staff), an increase of two per cent from last year. The majority of staff who took the leave were men (at 55 per cent of total staff). However, 49 per cent of all women used personal leave for caring purposes compared to 44 per cent of all men.

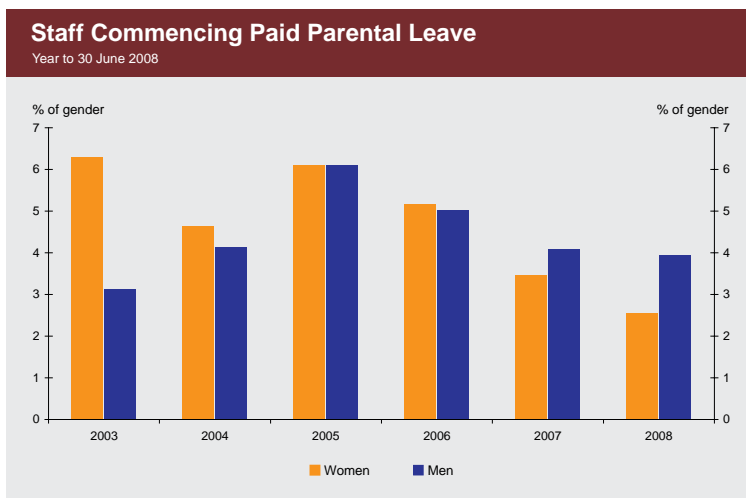
#### Part-Time Work

During the previous reporting period, part-time work arrangements were refined and streamlined in order to: enhance flexibility; encourage the establishment of more part-time work opportunities; enable staff to better understand the options and conditions applicable to part-time work; and make it easier for managers to implement and manage part-time work for their staff. During 2007/08, 70 staff worked part-time (62 women, eight men) compared to 60 in 2007 (55 women, five men), an increase of 17 per cent.

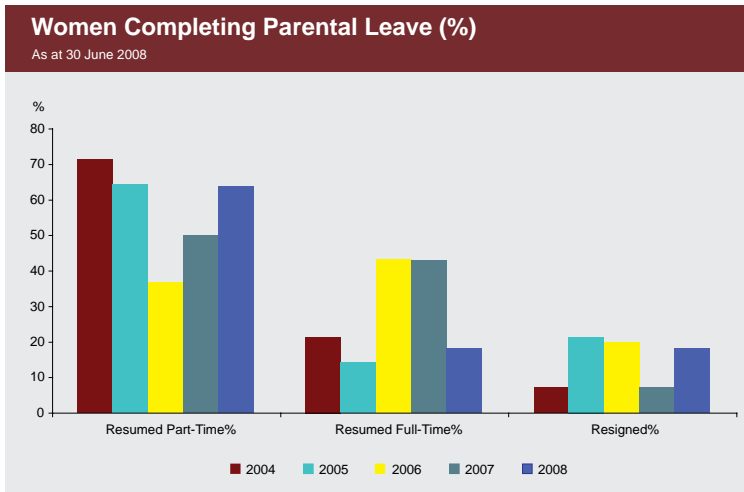
## Parental Leave

From 2007, women commencing paid maternity leave have the option of 28 weeks on half pay as an alternative to 14 weeks maternity leave on full pay. In 2007/08, 70 per cent of women commencing parental leave opted for maternity leave on half pay. The RBA is also considering other parental leave options incorporated in the new National Employment Standards relating to workplace flexibility.

The chart below provides a breakdown based on gender for staff commencing paid parental leave. During the reporting period, a total of 31 staff commenced paid parental leave (10 women and 21 men). Over the past couple of years a higher percentage of men have taken paid parental leave compared to women. This contrasts with earlier years where the reverse was true.



For this reporting period, a total of 11 women returned from parental leave. Seven of those returning resumed part-time work, two resumed full-time work and two resigned. The return rate of 82 per cent was lower than the 93 per cent recorded last year.



## Other Arrangements

Work continued on developing flexible working arrangements that would accommodate both the needs of staff and the operational needs of the RBA in a business continuity situation such as an influenza pandemic.

Under the auspices of the RBA's Benevolent Fund, the RBA implemented a volunteering program under which staff can donate a day of paid or unpaid leave to a designated charity and the RBA would, in turn, make an equivalent financial donation to the selected charity.

## 4.2 Facilities & Services

### Childcare Facilities

The RBA offers staff childcare facilities through its joint venture operation, Billabond Children's Centre, for children aged five years and under. At 30 June, 12 children of 10 staff (two women, eight men) were using the Centre. During the reporting period four children from three RBA parents (all men) used the RBA's *Vacation Care Program*. The program is offered bi-annually for children aged 5-12 years.

To complement the childcare centre, a well-equipped Parent Room is available in Head Office for use by staff. The room provides a private facility for women returning to work who would like to maintain breastfeeding. Staff on parental leave visiting the RBA that need a private space to breastfeed or attend to their child may also use the room. The room has been accredited by the Australian Breastfeeding Association.



## Health & Wellbeing Services

The RBA is committed to ensuring the health, safety and welfare of its staff. The RBA's Health Centre, managed by a qualified Occupational Health Nurse, provides: primary health care; ergonomic workstation assessment for all new employees and for staff experiencing difficulties; counselling and support services for staff and managers; rehabilitation case management; OH&S advice; and ongoing support, including a periodical survey, to staff with a disability.

The RBA encourages a healthy lifestyle and as part of its health and wellbeing program offers subsidised Pilates and Yoga classes to RBA staff. The RBA also operates fitness facilities at its Head Office and business recovery site, which are available for use by staff.



2007 Interdepartmental run/walk

During the reporting period, a series of lunchtime health and wellbeing sessions was introduced; these sessions will continue to be held throughout the year on a regular basis. The interactive sessions covered a number of topics including nutrition, stress, diabetes, mental health and maintaining energy levels.



Team representatives of the 10,000 Steps Challenge

In September 2007, the RBA participated in the 10,000 Steps Challenge to encourage staff to take part in regular exercise for a healthy, active lifestyle. Over 300 staff participated, walking the equivalent of four times the equator.

## **Employee Assistance Program**

Following its introduction in 2007, the RBA continues to offer the services of the Employee Assistance Program (EAP) to staff. The aim of the EAP is to assist staff resolve personal issues at an early stage and avoid situations which might otherwise ultimately affect their work performance or attendance. The EAP covers a wide variety of problems and concerns such as balancing family and work responsibilities, career and vocational issues, managing and coping with change, and dealing with difficult situations. Access to the EAP is available to all staff within Australia and overseas with initial contact via telephone and, if necessary, subsequent face-to-face sessions.

The RBA also offers the Manager Assist program which provides specialist support and advice to managers and supervisors to assist them in responding to staff matters.

## **Assistive Technologies**

Assistive technology refers to specialty products designed to aid people's access to physical infrastructure and/or computing systems and information. They are generally designed for, but not limited to, individuals who have impairments and disabilities. The RBA's Accessibility Consultative Group was established to provide a forum for discussion and promotion of research and continuous improvement in systems, Internet, building, and information accessibility. During 2007/08, the Group purchased new software for the computing-related accessibility test lab. The lab is used by developers and also staff with a disability to test electronic documents and the RBA's systems.

## SECTION 5

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### APPENDICES

#### 5.1 Equity & Diversity Policy Committee – Terms of Reference

##### *Role*

The role of the Committee is to assist the RBA to achieve its aims for equal opportunity in employment.

##### *Functions*

The Committee has the following functions:

- To make recommendations to the RBA on equity and diversity principles and policy.
- To keep under examination the development of an appropriate equity and diversity program for the RBA.
- To monitor and report periodically to the Governor on these matters.

##### *Membership*

The Committee comprises four members:

- Chairperson – appointed by the Governor;
- Deputy Chairperson – Head of Personnel (ex-officio);
- Union Representative – an employee nominated by the Reserve RBA Officers' Section of the Finance Sector Union; and
- RBA Representative – an employee nominated by the RBA.

The members nominated by the Union and the RBA may each have an alternate. The Manager, Staff Relations & Conditions Section, Personnel Department, participates as a non-voting member in all meetings of the Committee. The Manager, Staff Training & Development also participates as a non-voting member in all meetings of the Committee. The Committee may invite participation in discussion by staff or unions representing particular work areas or having particular expertise in the matters under consideration.

##### *Meetings*

Three members must be present to constitute a quorum, including the Chairperson or Deputy Chairperson; the RBA Representative or Alternate; the Union Representative or

Alternate. The Senior Consultant, Staff Training & Development Section, acts as Secretary to the Committee (ex officio).

*Equity & Diversity Policy Committee*

<b>Chairperson</b>	<b>Keith Hall</b>
<b>Deputy Chairperson</b>	<b>Chris Aylmer</b>
<b>RBA Representative</b>	<b>Ric Deverell</b>
<b>Union Representatives</b>	<b>Elizabeth Derdowski &amp; Karen Notley</b>
<b>Co-opted Member</b>	<b>vacant</b>
<b>PD Management Representative</b>	<b>Sonja Godfrey-Chan</b>
<b>Secretary</b>	<b>Monica Walker</b>

## 5.2 STATISTICAL DATA TABLES

<b>REPRESENTATION WITHIN SALARY RANGES</b>							
As at 30 June 2008							
Number (% of Total Staff Within Salary Range)							
<b>Salary</b>	<b>NESB1</b>	<b>NESB2</b>	<b>IA</b>	<b>PWD</b>	<b>Women</b>	<b>Men</b>	<b>Total Staff</b>
<b>Below \$20,000</b>	1	1		1	5	6	11
	(9)	(9)		(9)	(45)	(55)	
<b>\$20,000 - \$29,999</b>	8	10	2	2	18	23	41
	(20)	(24)	(5)	(5)	(44)	(56)	
<b>\$30,000 - \$39,999</b>	4	8	1	2	26	15	41
	(10)	(20)	(2)	(5)	(63)	(37)	
<b>\$40,000 - \$49,999</b>	17	12	1	4	42	21	63
	(27)	(19)	(2)	(6)	(67)	(33)	
<b>\$50,000 - \$59,999</b>	47	22		3	85	81	166
	(28)	(13)		(2)	(51)	(49)	
<b>\$60,000 - \$69,999</b>	25	17	1	12	54	54	108
	(23)	(16)	(1)	(11)	(50)	(50)	
<b>\$70,000 - \$79,999</b>	33	18	1	7	57	75	132
	(25)	(14)	(1)	(5)	(43)	(57)	
<b>\$80,000 - \$89,999</b>	15	8		2	22	33	55
	(27)	(15)		(4)	(40)	(60)	
<b>\$90,000 - \$99,999</b>	23	11		6	22	50	72
	(32)	(15)		(8)	(31)	(69)	
<b>\$100,000 &amp; over</b>	35	26	1	8	57	174	231
	(15)	(11)		(3)	(25)	(75)	
<b>TOTAL</b>	208	133	7	47	388	532	920
	(23)	(14)	(1)	(5)	(42)	(58)	

Total Staff excludes 6 locally-employed representative office staff based in London and New York.

### 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 CLASSIFICATION LEVELS

As at 30 June 2007 and 30 June 2008

Number (% of Total Staff Within Classification Level)

Levels	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	07	08	07	08	07	08	07	08	07	08	07	08	07	08
<b>L1</b>	14 (32)	15 (34)	5 (11)	5 (11)	1 (2)	1 (2)	4 (9)	4 (9)	24 (55)	26 (59)	20 (45)	18 (41)	44	44
<b>L2</b>	28 (33)	26 (32)	12 (14)	16 (20)	2 (2)	1 (1)	4 (5)	4 (5)	60 (71)	54 (66)	25 (29)	28 (34)	85	82
<b>GR</b>	15 (20)	21 (23)	11 (15)	10 (11)			3 (4)	1 (1)	23 (31)	34 (37)	51 (69)	57 (63)	74	91
<b>L3</b>	48 (30)	47 (30)	25 (16)	24 (15)	2 (1)	2 (1)	11 (7)	12 (8)	95 (60)	97 (61)	63 (40)	61 (39)	158	158
<b>L3/4</b>	6 (8)	6 (7)	12 (15)	10 (12)			6 (8)	3 (4)	22 (28)	23 (28)	57 (72)	60 (72)	79	83
<b>L4</b>	61 (32)	66 (32)	27 (14)	30 (15)			15 (8)	13 (6)	80 (42)	87 (42)	109 (58)	119 (58)	189	206
<b>L5</b>	15 (12)	16 (13)	18 (14)	19 (15)			4 (3)	4 (3)	36 (29)	34 (28)	90 (71)	89 (72)	126	123
<b>L6</b>	4 (8)	5 (10)	7 (14)	8 (15)			2 (4)	2 (4)	14 (28)	16 (31)	36 (72)	36 (69)	50	52
<b>DH</b>					1 (9)	1 (8)			2 (18)	2 (17)	9 (82)	10 (83)	11	12
<b>HD+</b>	1 (4)	1 (4)	1 (4)	1 (4)			2 (7)	1 (4)	2 (7)	3 (11)	25 (93)	24 (89)	27	27
<b>L1-HD+</b>	192 (23)	203 (23)	118 (14)	123 (14)	6 (1)	5 (1)	51 (6)	44 (5)	358 (42)	376 (43)	485 (58)	502 (57)	843	878
<b>TOTAL</b>														
<b>OTHER STAFF</b>	6 (14)	5 (12)	4 (9)	10 (24)	1 (2)	2 (5)	1 (2)	3 (7)	15 (34)	12 (29)	29 (66)	30 (71)	44	42
<b>TOTAL</b>	198 (22)	208 (23)	122 (14)	133 (14)	7 (1)	7 (1)	52 (6)	47 (5)	373 (42)	388 (42)	514 (58)	532 (58)	887	920

Total Staff excludes 6 locally-employed representative office staff based in London and New York.

### KEY

GR	Graduates hired in 2007/08 under the Graduate Development Program.
DH	Deputy Heads of Department
HD +	Heads of Department, Governors
Other Staff	Legal Counsel, Printing & Publishing staff, Maintenance staff, Support Officers, Trainees and Cadets.
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 2007 and 30 June 2008

Number (% of Total Staff Within Occupational Group)

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	07	08	07	08	07	08	07	08	07	08	07	08	07	08
<b>Managers</b>	6 (6)	7 (7)	9 (10)	10 (10)	1 (1)	1 (1)	6 (6)	4 (4)	19 (20)	22 (22)	75 (80)	79 (78)	94	101
<b>Professionals</b>	107 (23)	120 (24)	68 (14)	69 (14)			27 (6)	22 (4)	171 (36)	184 (36)	304 (64)	326 (64)	475	510
<b>Technicians &amp; Trade Workers</b>	16 (26)	15 (26)	7 (11)	10 (17)			5 (8)	5 (9)	14 (23)	13 (22)	48 (77)	45 (78)	62	58
<b>Clerical &amp; Administrative Workers</b>	68 (28)	65 (27)	37 (15)	42 (17)	6 (2)	6 (2)	14 (6)	16 (7)	167 (68)	167 (68)	79 (32)	78 (32)	246	245
<b>Community &amp; Personal Services</b>	1 (14)	1 (25)	1 (14)	1 (25)					2 (29)	2 (50)	5 (71)	2 (50)	7	4
<b>Machinery Operators &amp; Drivers</b>				1 (50)							3 (100)	2 (100)	3	2
<b>TOTAL</b>	198 (22)	208 (23)	122 (14)	133 (14)	7 (1)	7 (1)	52 (6)	47 (5)	373 (42)	388 (42)	514 (58)	532 (58)	887	920

Total Staff excludes 6 locally-employed representative office staff based in London and New York

### 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

## RECRUITMENT

Year to 30 June 2007 and 30 June 2008

Number

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	07	08	07	08	07	08	07	08	07	08	07	08	07	08
<b>Managers</b>											1	4	1	4
<b>Professionals</b>	26	27	9	7				1	27	31	53	70	80	101
<b>Technicians &amp; Trade Workers</b>	2		3	2						2	12	6	12	8
<b>Clerical &amp; Administrative Workers</b>	3	4	3	8	1	2		2	15	18	7	15	22	33
<b>Community &amp; Personal Services</b>														
<b>Machinery Operators &amp; Drivers</b>				1								1		1
<b>TOTAL</b>	31	31	15	18	1	2		3	42	51	73	96	115	147
(% of Total Recruitment)	(27)	(21)	(13)	(12)	(1)	(1)		(2)	(37)	(35)	(63)	(65)		

Figures are based on total staff recruitment. Includes trainees and cadets. Excludes renewal of contract. Excludes locally-employed representative office staff based in London and New York.

### 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



## PROMOTIONS

Year to 30 June 2007 and 30 June 2008

Number

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	07	08	07	08	07	08	07	08	07	08	07	08	07	08
<b>Managers</b>	1	1	3	1					3	3	18	9	21	12
<b>Professionals</b>	6	12	9	7			4	1	21	20	32	34	53	54
<b>Technicians &amp; Trade Workers</b>	3	2		1				1	2	2	4	4	6	6
<b>Clerical &amp; Administrative Workers</b>	10	2	2	4	1				19	11	12	2	31	13
<b>Community &amp; Personal Services</b>														
<b>Machinery Operators &amp; Drivers</b>														
<b>TOTAL</b>	20	17	14	13	1		4	2	45	36	66	49	111	85
(% of Total Promotions)	(18)	(20)	(13)	(15)	(1)		(4)	(2)	(41)	(42)	(59)	(58)		

Excludes locally-employed representative office staff based in London and New York.

### 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

## SEPARATIONS

Year to 30 June 2007 and 30 June 2008

Number (Percentage of Total)

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	07	08	07	08	07	08	07	08	07	08	07	08	07	08
<b>Managers</b>			1				1		1		5	2	6	2
			(50)				(50)		(50)		(250)	(100)		
<b>Professionals</b>	12	13	5	5			5	4	16	20	44	44	60	64
	(19)	(20)	(8)	(8)			(8)	(6)	(25)	(31)	(69)	(69)		
<b>Technicians &amp; Trade Workers</b>							1		2	1	3	6	5	7
							(14)		(29)	(14)	(43)	(86)		
<b>Clerical &amp; Administrative Workers</b>	3	1	1	2		2			16	10	4	9	20	19
	(16)	(5)	(5)	(11)		(11)			(84)	(53)	(21)	(47)		
<b>Community &amp; Personal Services</b>												2		2
												(100)		
<b>Machinery Operators &amp; Drivers</b>	1										1	1	1	1
	(100)										(100)	(100)		
<b>TOTAL</b>	16	14	7	7		2	7	4	35	31	57	64	92	95
(% of Total Departures)	(17)	(15)	(8)	(7)		(2)	(8)	(4)	(38)	(33)	(62)	(67)		

Figure are based on total staff terminations, excluding retirements. Excludes staff rehired at end of contract. Excludes 3 separations of locally-employed staff in London and New York.

### 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

## RETIREMENTS

Year to 30 June 2007 and 30 June 2008

Number

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	07	08	07	08	07	08	07	08	07	08	07	08	07	08
<b>Managers</b>							1	2			2	4	2	4
<b>Professionals</b>	1	2					2			1	3	6	3	7
<b>Technicians &amp; Trade Workers</b>		1					1	1		1	1	1	1	2
<b>Clerical &amp; Administrative Workers</b>		3								4	1		1	4
<b>Community &amp; Personal Services</b>												1		1
<b>Machinery Operators &amp; Drivers</b>												1		1
<b>TOTAL</b>	1	6					4	3		6	7	13	7	19
(% of Total Retirements)	(14)	(32)					(57)	(16)		(32)	(100)	(68)		

Figures are based on total staff retirements, redundancies above retirement age & early retirements.  
Excludes locally-employed representative office staff based in London and New York.

### 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