

2020 - 21 Compliance Program

Submitted by:

**Brisbane Racing Club Limited
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#Workplace overview

Policies and strategies

1: Do you have a formal policy and/or formal strategy in place that specifically supports gender equality in the following areas?

| | |
|--|-------------------------------------|
| ...Recruitment | Yes(<i>Select all that apply</i>) |
| ...Yes | Policy |
| ...Retention | No(<i>Select all that apply</i>) |
| ...No | Not a priority |
| ...Performance management processes | Yes(<i>Select all that apply</i>) |
| ...Yes | Policy |
| ...Promotions | No(<i>Select all that apply</i>) |
| ...No | Insufficient resources/expertise |
| ...Talent identification/identification of high potentials | Yes(<i>Select all that apply</i>) |
| ...Yes | Strategy |
| ...Succession planning | No(<i>Select all that apply</i>) |
| ...No | Insufficient resources/expertise |
| ...Training and development | Yes(<i>Select all that apply</i>) |
| ...Yes | Policy |
| ...Key performance indicators for managers relating to gender equality | Yes(<i>Select all that apply</i>) |
| ...Yes | Policy |

2: Do you have formal policy and/or formal strategy in place that support gender equality overall?

| | |
|-------------------------------------|--------|
| Yes(<i>Select all that apply</i>) | |
| ...Yes | Policy |

3: If your organisation would like to provide additional information relating to your gender equality policies and strategies, please do so below.

Governing bodies

Brisbane Racing Club Limited

| | |
|---|--|
| 1: Does this organisation have a governing body? | Yes(<i>Provide further details on the governing body(ies) and its composition</i>) |
| 1.1: What is the name of your governing body? | Board of Directors |
| 1.2: What type of governing body does this organisation have? | Board of directors |
| 1.3: How many members are on the governing body and who holds the predominant Chair | |

| | |
|---|--|
| position? | |
| ...Chairs | |
| ...Female (F) | 0 |
| ...Male (M) | 1 |
| ...Gender X | 0 |
| ...Members | |
| ...Female (F) | 1 |
| ...Male (M) | 6 |
| ...Gender X | 0 |
| 1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members? | No(<i>Select all that apply</i>) |
| | Other (provide details) |
| | BRC engages an external consultant - Director's Australia to short list individuals for non-executive director appointments. At the AGM (held once every 2 years), our members vote and formally appoint directors to positions. |
| 1.5: Has a target been set to increase the representation of women on this governing body? | No(<i>Select all that apply</i>) |
| | Do not have control over governing body/appointments |
| | As above |
| | Board Vacancies are recruited through Directors Australia to ensure transparent and fair processes are in place |

2: If your organisation would like to provide additional information relating to governing bodies and gender equality in your workplace, do so below.

#Action on gender equality

Gender pay gaps

1: Do you have a formal policy and/or formal strategy on remuneration generally?

No(Select all that apply)

...No

Salaries set by awards/industrial or workplace agreements
Non-award employees paid market rate

2: Did your organisation receive JobKeeper payments?

Yes

2.1: Please indicate which months in the reporting period your organisation received JobKeeper payments:

Yes

.. April 2020

...May 2020

Yes

...June 2020

Yes

...July 2020

Yes

...August 2020

Yes

...September 2020

Yes

3: What was the snapshot date used for your Workplace Profile?

31-Mar-2021

4: If your organisation would like to provide additional information relating to gender pay gaps in your workplace, please do so below.

Employer action on pay equity

1: Have you analysed your payroll to determine if there are any remuneration gaps between women and men (e.g. conducted a gender pay gap analysis)?

No(Select all that apply)

...No

Not a priority

2: If your organisation would like to provide additional information relating to employer action on pay equity in your workplace, please do so below.

Employee consultation

1: Have you consulted with employees on issues concerning gender equality in your workplace?

No(Select all that apply)

...No

Not a priority

2: If your organisation would like to provide additional information relating to employee consultation on gender equality in your workplace, please do so below.

#Employee work/life balance

Flexible working

1: Do you have a formal policy and/or formal strategy on flexible working arrangements?

Yes (*Select all that apply*)

| | |
|---|---|
| ...Yes | Policy |
| ...A business case for flexibility has been established and endorsed at the leadership level | Yes |
| ...Leaders are visible role models of flexible working | Yes |
| ...Flexible working is promoted throughout the organisation | Yes |
| ...Targets have been set for engagement in flexible work | No (<i>Select all that apply</i>) |
| ...No | Not a priority |
| ...Targets have been set for men's engagement in flexible work | No (<i>Select all that apply</i>) |
| ...No | Not a priority |
| ...Leaders are held accountable for improving workplace flexibility | Yes |
| ...Manager training on flexible working is provided throughout the organisation | No (<i>Select all that apply</i>) |
| ...No | Not a priority Not aware of the need |
| ...Employee training is provided throughout the organisation | No (<i>Select all that apply</i>) |
| ...No | Not aware of the need |
| ...Team-based training is provided throughout the organisation | No (<i>Select all that apply</i>) |
| ...No | Not a priority |
| ...Employees are surveyed on whether they have sufficient flexibility | No (<i>Select all that apply</i>) |
| ...No | Not a priority |
| ...The organisation's approach to flexibility is integrated into client conversations | No (<i>Select all that apply</i>) |
| ...No | Not aware of the need |
| ...The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement) | No (<i>Select all that apply</i>) |

| | |
|---|------------------------------------|
| ...No | Not a priority |
| ...Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel | No(<i>Select all that apply</i>) |
| ...No | Not a priority |
| ...Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body | No(<i>Select all that apply</i>) |
| ...No | Not a priority |

2: Do you offer any of the following flexible working options to MANAGERS in your workplace?

| | |
|---|---|
| ...Flexible hours of work | Yes(<i>Select one option only</i>) |
| ...Yes | SAME options for women and men(<i>Select all that apply</i>) |
| ...SAME options for women and men | Formal options are available |
| ...Compressed working weeks | No(<i>You may specify why the above option is not available to your employees.</i>) |
| ...No | Not a priority |
| ...Time-in-lieu | Yes(<i>Select one option only</i>) |
| ...Yes | SAME options for women and men(<i>Select all that apply</i>) |
| ...SAME options for women and men | Formal options are available |
| ...Telecommuting (e.g. working from home) | Yes(<i>Select one option only</i>) |
| ...Yes | SAME options for women and men(<i>Select all that apply</i>) |
| ...SAME options for women and men | Formal options are available |
| ...Part-time work | Yes(<i>Select one option only</i>) |
| ...Yes | SAME options for women and men(<i>Select all that apply</i>) |
| ...SAME options for women and men | Formal options are available |
| ...Job sharing | No(<i>You may specify why the above option is not available to your employees.</i>) |
| ...No | Not aware of the need |
| ...Carer's leave | Yes(<i>Select one option only</i>) |
| ...Yes | SAME options for women and men(<i>Select all that apply</i>) |
| ...SAME options for women and men | Formal options are available |
| ...Purchased leave | No(<i>You may specify why the above option is not available to your employees.</i>) |
| ...No | Not aware of the need |
| ...Unpaid leave | Yes(<i>Select one option only</i>) |
| ...Yes | SAME options for women and men(<i>Select all that apply</i>) |
| | |

...SAME options for women and men

Formal options are available

3: Are your flexible working arrangement options for NON-MANAGERS the same as the options for managers above?

Yes

4: Were managers in your organisation allowed to make INFORMAL flexible working arrangements with their team members in response to the COVID-19 pandemic?

5: Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce compared to pre-COVID-19?

6: If your organisation would like to provide additional information relating to flexible working and gender equality in your workplace, please do so below.

#Employee support

Paid parental leave

1: Do you provide employer funded paid parental leave regardless of carer's status (i.e. primary/secondary) in addition to any government funded parental leave scheme?

Yes, we offer employer funded parental leave (using the primary/secondary carer definition)

| | |
|--|---|
| 1.1: Do you provide employer funded paid parental leave for primary carers in addition to any government funded parental leave scheme? | Yes(<i>Please indicate how employer funded paid parental leave is provided to the primary carers.</i>) |
| 1.1.a: Please indicate whether your employer-funded paid parental leave for primary carers is available to: | All, regardless of gender |
| 1.1.b: Please indicate whether your employer-funded paid parental leave for primary carers covers: | Birth Adoption |
| 1.1.c: How do you pay employer funded paid parental leave to primary carers? | Paying the employee's full salary |
| 1.1.d: Do you pay superannuation contribution to your primary carers while they are on parental leave? | Yes, on employer funded parental leave |
| 1.1.e: How many weeks (minimum) of employer funded paid parental leave for primary carers is provided? | 8 |
| 1.1.f: What proportion of your total workforce has access to employer funded paid parental leave for primary carers, including casuals? | 10-20% |
| 1.2: Do you provide employer funded paid parental leave for secondary carers in addition to any government funded parental leave scheme? | No(<i>You may specify why employer funded paid parental leave for secondary carers is not available.</i>) |
| ...No | Not a priority |

2: If your organisation would like to provide additional information relating to paid parental leave and gender equality in your workplace, please do so below.

Support for carers

1: Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?

No(*Select all that apply*)

| | |
|-------|-----------------------|
| ...No | Not aware of the need |
|-------|-----------------------|

2: Do you offer any of the following support mechanisms for employees with family or caring responsibilities?

| | |
|---|--|
| ...Employer subsidised childcare | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not aware of the need |
| ...On-site childcare | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not aware of the need |
| ...Breastfeeding facilities | Yes(<i>Please indicate the availability of this support mechanism.</i>) |
| ...Yes | Available at ALL worksites |
| ...Childcare referral services | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not aware of the need |
| ...Internal support networks for parents | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not aware of the need |
| ...Return to work bonus (only select if this bonus is not the balance of paid parental leave) | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not a priority |
| ...Information packs for new parents and/or those with elder care responsibilities | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not a priority |
| ...Referral services to support employees with family and/or caring responsibilities | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not a priority |
| ...Targeted communication mechanisms (e.g. intranet/forums) | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not aware of the need |
| ...Support in securing school holiday care | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not aware of the need |
| ...Coaching for employees on returning to work from parental leave | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not aware of the need |
| ...Parenting workshops targeting mothers | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not aware of the need |
| ...Parenting workshops targeting fathers | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not aware of the need |
| ...Other (provide details) | No |

3: If your organisation would like to provide additional information relating to support for carers in your workplace, please do so below.

Sex-based harassment and discrimination

1: Do you have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?

Yes (*Select all that apply*)

...Yes

Policy

1.1: Do you provide a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?

Yes

2: Do you provide training on sex-based harassment and discrimination prevention to the following groups?

...All managers

Yes (*Please indicate how often is this training provided (select all that apply):*)

...Yes

At least annually

...All employees

Yes (*Please indicate how often is this training provided (select all that apply):*)

...Yes

At least annually

3: If your organisation would like to provide additional information relating to sex-based harassment and discrimination, please do so below.

Family or domestic violence

1: Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?

Yes (*Select all that apply*)

...Yes

Policy

2: Other than a formal policy and/or formal strategy, do you have the following support mechanisms in place to support employees who are experiencing family or domestic violence?

...Employee assistance program (including access to psychologist, chaplain or counsellor)

Yes

...Training of key personnel

No (*Select all that apply*)

...No

Not aware of the need

...A domestic violence clause is in an enterprise agreement or workplace agreement

Yes

...Workplace safety planning

No (*Select all that apply*)

...No

Not aware of the need

...Access to paid domestic violence leave (contained in an enterprise/workplace agreement)

No (*Select all that apply*)

...No

Not a priority

| | |
|--|---|
| ...Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement) | Yes |
| ...Access to paid domestic violence leave (not contained in an enterprise/workplace agreement) | No(<i>Select all that apply</i>) |
| ...No | Not aware of the need Not a priority |
| ...Access to unpaid leave | Yes |
| ...Confidentiality of matters disclosed | Yes |
| ...Referral of employees to appropriate domestic violence support services for expert advice | Yes |
| ...Protection from any adverse action or discrimination based on the disclosure of domestic violence | No(<i>Select all that apply</i>) |
| ...No | Not aware of the need |
| ...Flexible working arrangements | Yes |
| ...Provision of financial support (e.g. advance bonus payment or advanced pay) | No(<i>Select all that apply</i>) |
| ...No | Not a priority |
| ...Offer change of office location | No(<i>Select all that apply</i>) |
| ...No | Not aware of the need Not a priority |
| ...Emergency accommodation assistance | No(<i>Select all that apply</i>) |
| ...No | Not a priority |
| ...Access to medical services (e.g. doctor or nurse) | No(<i>Select all that apply</i>) |
| ...No | Not a priority |
| ...Other (provide details) | No(<i>Select all that apply</i>) |

3: If your organisation would like to provide additional information relating to family and domestic violence affecting your workplace, please do so below.

Workforce Management Statistics Table

Industry: Sports and Recreation Activities

| Question | Contract Type | Employment Type | Manager Category | Female | Male | Total* |
|---|---------------|-----------------|---------------------|--------|------|--------|
| 2. How many employees (including partners with an employment contract) were internally appointed? | Full-time | Permanent | Non-managers | 7 | 8 | 15 |
| 3. How many employees (including partners with an employment contract) were externally appointed? | Full-time | Permanent | CEO, KMPs, and HOBs | 1 | | 1 |
| | | | Managers | | 2 | 2 |
| | | | Non-managers | 7 | 6 | 13 |

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Sports and Recreation Activities

| Question | Contract Type | Employment Type | Manager Category | Female | Male | Total* |
|--|---------------|-----------------|---------------------|--------|------|--------|
| 4. How many employees (including partners with an employment contract) voluntarily resigned? | Full-time | Permanent | CEO, KMPs, and HOBs | 1 | | 1 |
| | | | Non-managers | 9 | 6 | 15 |
| 5. How many employees have taken primary carer's parental leave (paid and/or unpaid)? | Full-time | Permanent | Non-managers | 1 | | 1 |

* Total employees includes Gender X

Workforce Management Statistics Table

* Total employees includes Gender X

Workplace Profile Table

Industry: Sports and Recreation Activities

| Occupational category* | Employment status | No. of employees | | Number of apprentices and graduates (combined) | | Total employees** |
|--|---------------------|------------------|-----|--|---|-------------------|
| | | F | M | F | M | |
| Managers | Full-time permanent | 5 | 12 | 0 | 0 | 17 |
| | Part-time contract | 0 | 1 | 0 | 0 | 1 |
| Professionals | Full-time permanent | 6 | 2 | 0 | 0 | 8 |
| | Part-time contract | 1 | 0 | 0 | 0 | 1 |
| Technicians And Trades Workers | Full-time permanent | 0 | 11 | 0 | 0 | 11 |
| | Casual | 0 | 3 | 0 | 0 | 3 |
| Community And Personal Service Workers | Full-time permanent | 7 | 10 | 0 | 1 | 18 |
| | Part-time contract | 7 | 3 | 0 | 0 | 10 |
| | Casual | 171 | 130 | 0 | 0 | 301 |
| Clerical And Administrative Workers | Full-time permanent | 10 | 2 | 0 | 0 | 12 |
| | Part-time contract | 2 | 0 | 0 | 0 | 2 |
| | Casual | 2 | 1 | 0 | 0 | 3 |
| Sales Workers | Full-time permanent | 2 | 1 | 0 | 0 | 3 |
| | Part-time contract | 1 | 0 | 0 | 0 | 1 |
| Labourers | Full-time permanent | 0 | 49 | 0 | 2 | 51 |
| | Casual | 4 | 14 | 0 | 0 | 18 |

* Categorized using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

** Total employees includes Gender X

Workplace Profile Table

Industry: Sports and Recreation Activities

| Manager category | Level to CEO | Employment status | No. of employees | | |
|------------------|--------------|---------------------|------------------|---|--------|
| | | | F | M | Total* |
| CEO | 0 | Full-time permanent | 0 | 1 | 1 |
| | | Part-time contract | 0 | 1 | 1 |
| KMP | -1 | Full-time permanent | 2 | 4 | 6 |
| SM | -2 | Full-time permanent | 0 | 6 | 6 |
| OM | -4 | Full-time permanent | 3 | 2 | 5 |
| | -5 | Full-time permanent | 3 | 1 | 4 |
| | -6 | Full-time permanent | 3 | 8 | 11 |

* Total employees includes Gender X