

2020 - 21 Compliance Program

Submitted by:

**Western Sydney University
(ABN:53014069881)**



#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 Strategy
...Retention	Yes(<i>Select all that apply</i>)
...Yes	Policy Strategy
...Performance management processes	Yes(<i>Select all that apply</i>)
...Yes	Policy Strategy
...Promotions	Yes(<i>Select all that apply</i>)
...Yes	Policy Strategy
...Talent identification/identification of high potentials	Yes(<i>Select all that apply</i>)
...Yes	Policy Strategy
...Succession planning	Yes(<i>Select all that apply</i>)
...Yes	Policy Strategy
...Training and development	Yes(<i>Select all that apply</i>)
...Yes	Policy Strategy
...Key performance indicators for managers relating to gender equality	Yes(<i>Select all that apply</i>)
...Yes	Policy Strategy

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

Yes(*Select all that apply*)

...Yes	Policy Strategy
--------	--------------------

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

Western Sydney University has a standing Gender Equality policy in place, complemented by the Gender Equality Strategy and Action Plan that has been endorsed by the Executive and is set to drive the actions and

priorities for 2021 to 2026. The strategy has been a direct consultation with key stakeholders including the Office of People and Success, Office of the Pro Vice Chancellor Aboriginal and Torres Strait Islander Education Strategy and Consultation, Science in Australia Gender Equity (SAGE) project team, Equity and Diversity, and a strategy sub group.

Western Sydney University has also led a group of senior equity practitioners from across Australia's universities to develop a joint sector position statement acknowledging the gendered effects of COVID-19 and committing to preserving gender equity as a priority across the sector. All Australian universities and higher education sector partners have been invited to sign the statement, committing to five actions: 1. To actively seek equal representation of women in COVID-19 response planning and decision-making; 2. To formally monitor and report on gender equity impacts of COVID-19 related decision making, and collaborate with other universities and sector partners to address emerging issues; 3. To continue participation in the Science in Australia Gender Equity (SAGE) Athena SWAN initiative; 4. To maintain gender equity and diversity programs and key performance indicators; 5. To preserve the gender equity progress made to date. Western Sydney University has already signed the statement, which has been endorsed by key sector partners including Science in Australia Gender Equity (SAGE), Male Champions of Change Australia, Equity Practitioners in Higher Education Australasia (EPHEA), and the Academy of Science and the Academy of Technology and Engineering.

Governing bodies

Western Sydney University

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?	Western Sydney University Board
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)	
...Male (M)	1
...Gender X	0
...Members	
...Female (F)	10
...Male (M)	7
...Gender X	0
1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members?	Yes(<i>Select all that apply</i>)
	Policy Strategy
1.5: Has a target been set to increase the	

representation of women on this governing body?	Yes(<i>Provide further details on your target</i>)
10.6: What is the percentage (%) target?	50.00%
10.7: What year is the target to be reached (select the last day of the target year)?	30-Dec-2021

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?

Yes(*Select all that apply*)

1.1: Are specific pay equity objectives included in your formal policy and/or formal strategy?

Yes(*Select all that apply*)

...Yes

To ensure no gender bias occurs at any point in the remuneration review process (for example at commencement, at annual salary reviews, out-of-cycle pay reviews, and performance reviews)
To be transparent about pay scales and/or salary bands
To achieve gender pay equity
To ensure managers are held accountable for pay equity outcomes
To implement and/or maintain a transparent and rigorous performance assessment process

2: Did your organisation receive JobKeeper payments?

No

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

18-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)?

Yes(*Provide further details on the most recent gender remuneration gap analysis that was undertaken.*)

1.1: When was the most recent gender remuneration gap analysis undertaken?

Within the last 12 months

1.2: Did you take any actions as a result of your gender remuneration gap analysis?

Yes(*Select all that apply*)

1.2: Did you take any actions as a result of your gender remuneration gap analysis?

.. Yes

Created a pay equity strategy or action plan
Analysed commencement salaries by gender to ensure there are no pay gaps
Trained people-managers in addressing gender bias (including unconscious bias)
Corrected like-for-like gaps

1.3: You may provide details below on the type of gender remuneration gap analysis that has been undertaken (for example like-for-like and/or organisation-wide)

Our pay gap analysis examined both like for like, level by level, School/Division and organisation-wide gaps. Starting salaries, bonus data, and Salaries on Promotion where also included.

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?

Yes(Provide further details on the employee consultation process.)

1.1: How did you consult employees?

Consultative committee or group

1.2: Who did you consult?

ALL staff

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

The Vice Chancellor's Gender Equality Committee continues to meet three to four times per year to discuss gender equality initiatives at Western Sydney University and provide advice to the Vice Chancellor on key issues. In addition, a number of projects funded by the Vice Chancellor's Gender Equality Fund (2020 - 2021) have utilised focus groups, surveys and other staff consultation mechanisms. The findings and recommendations of these projects are reported directly to the Vice Chancellor and the Vice Chancellor's Gender Equality Committee. The University also continues to support its Equity and Diversity Working Parties (EDWPs). The EDWPs provide a more targeted discussion and review of local equity and diversity considerations within the University's Schools, Institutes and Divisions.

#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 Strategy
...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	Other (provide details)
...Other (provide details)	Western Sydney University is currently reviewing the data and uptake of flexible work, noting that given the pandemic all staff are working flexibly to a certain degree.
...Targets have been set for men's engagement in flexible work	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	Western Sydney University is currently reviewing the data and uptake of flexible work, noting that given the pandemic all staff are working flexibly to a certain degree.
...Leaders are held accountable for improving workplace flexibility	Yes
...Manager training on flexible working is provided throughout the organisation	Yes
...Employee training is provided throughout the organisation	Yes
...Team-based training is provided throughout the organisation	Yes
...Employees are surveyed on whether they have sufficient flexibility	Yes
...The organisation's approach to flexibility is integrated into client conversations	Yes

...The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)	Yes
...Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel	Yes
...Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body	Yes
...Other (provide details)	No

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 Informal options are available
...Compressed working weeks	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 Informal options are available
...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 Informal 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 Informal 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 Informal options are available
...Job sharing	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 Informal options are available
...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 Informal options are available
...Purchased 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 Informal options are available
...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 Informal 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?

Yes, ALL managers

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

Yes, for both women and men

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

Western Sydney University recognises that the changing context of work has created new challenges and opportunities for employers and employees that require workplaces to embrace greater flexibility. In promoting flexible work options which enable staff to balance their work requirements with personal and family priorities, the policy seeks to improve gender equality outcomes in the workplace; maintain positive staff wellbeing and engagement; enhance the overall capacity of our organisation, and our staff to maintain and even improve productivity by increasing staff morale and reducing absenteeism; and facilitate increased staff retention, and subsequently maintain organisational knowledge.

#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 (without using the primary/secondary carer definition)

1.1: Please indicate whether your employer-funded paid parental leave is available to:	All, regardless of gender
1.2: Please indicate whether your employer-funded paid parental leave covers:	Birth Adoption Surrogacy Stillbirth
1.3: How do you pay employer funded paid parental leave?	Paying the employee's full salary
1.4: Do you pay superannuation contribution to your carers while they are on parental leave?	Yes, on employer funded parental leave Yes, on government funded parental leave
1.5: How many weeks (minimum) of employer funded paid parental leave is provided?	20
1.6: What proportion of your total workforce has access to employer funded paid parental leave, including casuals?	41-50%

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?

Yes(*Select all that apply*)

...Yes	Policy Strategy
--------	--------------------

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

...Employer subsidised childcare	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at SOME worksites
...On-site childcare	Yes(<i>Please indicate the availability of this support mechanism.</i>)

...Yes	Available at SOME worksites
...Breastfeeding facilities	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Childcare referral services	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Internal support networks for parents	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...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 aware of the need
...Information packs for new parents and/or those with elder care responsibilities	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Referral services to support employees with family and/or caring responsibilities	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Targeted communication mechanisms (e.g. intranet/forums)	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...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	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Parenting workshops targeting mothers	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Parenting workshops targeting fathers	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Other (provide details)	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Available at ALL worksites	Parent Networks

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

The establishment of a Parent and Carer Working Party (PCWP) was first suggested at a Vice Chancellor's Gender Equity Committee meeting in August 2020. Committee members noted continued concerns with the limited support and/or increased workloads experienced by staff returning from parent/carers leave. Proposed objectives of the PCWP are to:

- highlight the important role parents and carer's play to inspire cultural change across the University community,
- improve outcomes and lived experiences for student and staff parents and carer's at Western Sydney University and ensure that all students and staff are fully supported in achieving their study and career objectives;
- seek to address the persistent issue of the inconsistent application of parent and carer provisions and supports and ensure all staff are educated in the core principles of equal opportunity and inclusive practice.
- improve awareness and understanding of the provisions in place to recognise and accommodate career breaks within staff promotion and career opportunity processes.

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 Strategy
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(<i>Please indicate how often is this training provided (select all that apply):</i>)
...Yes	At induction At least annually
...All employees	Yes(<i>Please indicate how often is this training provided (select all that apply):</i>)
...Yes	At induction At least annually

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

The Sexual Offences Response Policy and Procedures has been developed to replace the current Sexual Offences (Staff Response) Procedures. The document review was conducted as part of the recommendations made by the Australian Human Rights Commission (AHRC) as a result of the Changing the Course national report on sexual

assault and sexual harassment at Australian universities. The revised and renamed policy contains substantial changes to the existing procedures including clarifying the University position of zero tolerance, expansion of the definitions relevant to these matters, and more clarity and detailed requirements and procedures in the reporting of sexual offences, and support of those who report these offences.

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 Strategy
--------	--------------------

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	Yes
...A domestic violence clause is in an enterprise agreement or workplace agreement	Yes
...Workplace safety planning	Yes
...Access to paid domestic violence leave (contained in an enterprise/workplace agreement)	Yes
...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)	Yes
...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	Yes
...Flexible working arrangements	Yes
...Provision of financial support (e.g. advance bonus payment or advanced pay)	Yes
...Offer change of office location	Yes
...Emergency accommodation assistance	Yes

...Access to medical services (e.g. doctor or nurse)	Yes
...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.