Australian Government

Workplace
Gender Equality
Agency

2022 - 23 Gender Equality Reporting

Submitted By:

Australian And New Zealand College Of Anaesthetists 82055042852

#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

   Policy; Strategy

   Retention: Yes
   Policy;Strategy

   Performance management processes: Yes
   Policy; Strategy

   Promotions: Yes.
   Strategy

   Talent identification/identification of high potentials: YesStrategy

   Succession planning: Yes
   Strategy

   Training and development: Yes
   Policy

   Key performance indicators for managers relating to gender equality: NoNot a priority

2. **Do you have a formal policy and/or formal strategy in place that supports gender equality overall?**
   YesPolicy

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

Governing Bodies

Organisation: Australian And New Zealand College Of Anaesthetists
1.Name of the governing body: ANZCA Council
2.Type of the governing body: Council

Number of governing body chair and member by gender:

Chair		
Female (F)	**Male (M)**	**Non-Binary**
0	1	0
Member		
Female (F)	**Male (M)**	**Non-Binary**
9	5	0

4.Formal section policy and/or strategy: Yes

Selected value: Policy

6. Target set to increase the representation of women: No

Selected value:

Do not have control over governing body/appointments

7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?

No

Selected value: Other

Other value: Governing body elections occur in line with the college constitution. Any changes to the constitution requires a special resolution to be passed at a members meeting which then requires lodgment with the ASIC.

2. If your organisation would like to provide additional information relating to your gender equality policies and strategies, please 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
   Policy

   1.1 Are specific pay equality objectives included in your formal policy and/or formal strategy?
   No Other

2. **What was the snapshot date used for your Workplace Profile?**
   2023-03-31

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 equality

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
   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?
      No
      Currently under development
   Estimated completion date: 2024-03-31

   1.3 What type of gender remuneration gap analysis has been undertaken?

3. **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 during the reporting period?**
   Yes
   1.1 How did you consult employees?
      Exit interviews; Performance discussions; Other
      Other: Formal probation and induction period feedback surveys
   1.2 Who did you consult?
      ALL staff

2. **Do you have a formal policy and/or formal strategy in place on consulting employees about gender equality?**
   Yes
   Strategy

3. **On what date did your organisation share your last year's public reports with employees and shareholders?**
   Employees:

   Shareholder:

4. **Have you shared previous Executive Summary and IndustryBenchmark reports with the governing body?**
   Yes

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

#Flexible Work

Flexible Working

1. **Do you have a formal policy and/or formal strategy on flexible working arrangements?**
   Yes
   Policy; Strategy

   1.1. **Please indicate which of the following are included in your flexible working arrangements strategy or policy:**
   A business case for flexibility has been established and endorsed at the leadership level
   Yes

   The organisation's approach to flexibility is integrated into client conversations
   No
   Other

   Other: Not applicable for a membership organisation
   Employees are surveyed on whether they have sufficient flexibility
   Yes

   Employee training is provided throughout the organisation
   No
   Other

   Other: All staff have been made aware of flexible working options and a high proportion of staff of all genders engaging in flexible work.

The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)
Yes

Flexible working is promoted throughout the organisation
Yes

Targets have been set for engagement in flexible work
No
Other

Other: All staff have been made aware of flexible working options and a high proportion of staff of all genders engaging in flexible work.
Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body
No

Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel
Yes

Leaders are held accountable for improving workplace flexibility
Yes

Leaders are visible role models of flexible working
Yes

Manager training on flexible working is provided throughout the organisation
No
Other

Other: All staff have been made aware of flexible working options and a high proportion of staff of all genders engaging in flexible work.
Targets have been set for men's engagement in flexible work
No
Other

Other:
Team-based training is provided throughout the organisation

No
Other

Other: All staff have been made aware of flexible working options and a high proportion of staff of all genders engaging in flexible work.
Other: No

2. **Do you offer any of the following flexible working options to MANAGERS in your workplace?**
Carer's leave: Yes
SAME options for women and menFormal options are available

Compressed working weeks: Yes
SAME options for women and menFormal options are available; Informal options are available
Flexible hours of work: Yes
SAME options for women and menFormal options are available; Informal options are available
Job sharing: Yes
SAME options for women and men

Formal options are available
Part-time work: Yes
SAME options for women and menFormal options are available

Purchased leave: No
Not a priority
Remote working/working from home: Yes
SAME options for women and men
Time-in-lieu: Yes
SAME options for women and men

Formal options are available; Informal options are available

Unpaid leave: Yes
SAME options for women and menFormal options are available

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

5. **Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce between the 2021-22 and the 2022-23 reporting periods?**
Yes, women and men

7. **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 in addition to any government-funded parental leave scheme?**

   Yes, we offer employer funded parental leave to all genders without using the primary/secondary carer definition

1. **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

   Policy

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

   2.1. **Employer subsidised childcare**

   No

   2.2. **Return to work bonus (only select if this bonus is not the balance of paid parental leave)**

   No

   2.3. **Breastfeeding facilities**

   Yes

   Available at SOME worksites

   2.4. **Childcare referral services**

   No

   2.5. **Coaching for employees on returning to work from parental leave**

   No

   2.6. **Targeted communication mechanisms (e.g. intranet/forums)**

No

2.7. Internal support networks for parents
No

2.8. Information packs for new parents and/or those with elder care responsibilities
Yes

Available at ALL worksites

2.9. Parenting workshops targeting fathers
No

2.10. Parenting workshops targeting mothers
No

2.11. Referral services to support employees with family and/or caring responsibilities
No

2.12. Support in securing school holiday care
No

2.13. On-site childcare
No

2.14. Other details: No

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

Sexual harassment, harassment on the grounds of sex or discrimination

1. Do you have a formal policy and/or formal strategy on the prevention and response to sexual harassment, harassment on the grounds of sex or discrimination?
Yes
Policy

1.3 Do you provide a grievance process in your sexual harassment policy and/or strategy?

Yes

2. Do you provide training on the prevention of sexual harassment, harassment on the ground of sex or discrimination to the following groups?

All Non-Managers

Yes

Voluntary question: All Non-Managers

9. If your organisation would like to provide additional information relating to measures to prevent and response to sexual harassment, harassment on the grounds of sex or 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

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?

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

No

Other

Provide Details: No enterprise or workplace agreement in place

Confidentiality of matters disclosed

Yes

Protection from any adverse action or discrimination based on the disclosure of domestic violence

Yes

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

Yes

Emergency accommodation assistance

No

Provision of financial support (e.g. advance bonus payment or advanced pay)

No

Other

Provide Details: Would be considered on a case by case basis

Flexible working arrangements

Yes

Offer change of office location

No

Other

Provide Details: Only one office in each state. Operational restrictions but individual cases would be reviewed on a case by case basis.

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

Yes

Training of key personnel

No

Referral of employees to appropriate domestic violence support services for expert advice

Yes

Workplace safety planning

Yes

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

No

Other

Provide Details: No enterprise or workplace agreement in place

Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)

Yes

Is the leave period unlimited?

No

Number of days:

10

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

No

Other

Provide Details: No enterprise or workplace agreement in place

Access to unpaid leave

Yes

Is the leave period unlimited?

No

Number of days:

0

Provide Details: Yes

Additional special leave and unpaid leave can be provided on a case by case basis

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

Workplace Profile Table

Industry: Tertiary Education

Manager category	Employment status	No. of employees		
		F	M	Total*
CEO	Full-time contract	0	1	1
KMP	Full-time permanent	1	0	1
	Full-time contract	2	2	4
GM	Full-time permanent	0	3	3
	Full-time contract	0	1	1
	Part-time permanent	3	0	3
SM	Full-time permanent	6	2	8
	Part-time permanent	3	0	3
OM	Full-time permanent	10	6	16
	Full-time contract	1	0	1
	Part-time permanent	2	1	3

* Total employees includes Non-binary

Workplace Profile Table

Industry: Tertiary Education

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	17	11	0	0	28
	Full-time contract	3	4	0	0	7
	Part-time permanent	8	1	0	0	9
Professionals	Full-time permanent	21	11	0	0	32
	Part-time permanent	18	3	0	0	21
	Casual	0	1	0	0	1
Clerical And Administrative Workers	Full-time permanent	23	5	0	0	28
	Full-time contract	1	0	0	0	1
	Part-time permanent	16	0	0	0	16
	Casual	18	5	0	0	23

* Categorised using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)
** Total employees includes Non-binary

Workforce Management Statistics Table

Industry: Tertiary Education

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	Managers	1	1	2
			Non-managers	1		1
2. How many employees (including partners with an employment contract) were internally appointed?	Part-time	Fixed-Term Contract	Managers	1		1
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	Managers	2		2
			Non-managers	14	5	19
		Fixed-Term Contract	Non-managers	1		1
	Part-time	Permanent	Managers	1		1
			Non-managers	13	1	14
		Fixed-Term Contract	Non-managers	1		1
	N/A	Casual	Non-managers	3	1	4

* Total employees includes Non-binary

Workforce Management Statistics Table

Industry: Tertiary Education

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	21	3	24
	Part-time	Permanent	Non-managers	6		6
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers		1	1
			Non-managers	1	3	4

* Total employees includes Non-binary

Workforce Management Statistics Table

Industry: Tertiary Education

Question	Contract Type	Employment Type	Manager Category	Female	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	Non-managers	1	1

* Total employees includes Non-binary