



Australian Government



Workplace
Gender Equality
Agency

2021 - 22 Gender Equality Reporting

Submitted by:

**Select Harvests Food Products Pty Ltd
(ABN:17058752846)**

**Select Harvests Limited
(ABN:87000721380)**

Kyndalyn Park Pty Ltd (ABN:76006360194)

Date: 2022-07-08

#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	Strategy
...Performance management processes	Yes(<i>Select all that apply</i>)
...Yes	Policy Strategy
...Promotions	Yes(<i>Select all that apply</i>)
...Yes	Strategy
...Talent identification/identification of high potentials	Yes(<i>Select all that apply</i>)
...Yes	Strategy
...Succession planning	Yes(<i>Select all that apply</i>)
...Yes	Strategy
...Training and development	Yes(<i>Select all that apply</i>)
...Yes	Strategy
...Key performance indicators for managers relating to gender equality	Yes(<i>Select all that apply</i>)
...Yes	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
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3: Does your organisation have any of the following targets to address gender equality in your workplace?

Other(*Please provide details*)

Increase the number of women in leadership positions

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

Launched a company-funded Parental Leave Policy in order to attract and retain our female talent. This policy extends to include company funded primary-carer leave, secondary-carer

leave, pre-adoption leave, pre-foster parenting leave and additional paid bereavement leave for miscarriage.

Launched a company-funded Community Service Leave Policy offering payments for staff to participate in voluntary community service organisations in order to give something back to our communities and to enhance our employee benefits/employer brand to attract and retain quality staff.

In 2022, we will pledge to be part of the Hesta 40:40 Vision program with a target of at least 40% females at Exec Level by 2030.

Updated Recruitment Policy to request target of 30% female on shortlist on all shortlists and 40% female on executive shortlist, where possible.

Governing bodies

Select Harvests Food Products Pty Ltd

1: Does this organisation have a governing body?	No
1.3: How many members are on the governing body and who holds the predominant Chair position?	
...Chairs	
...Female	
...Male	
...Non-binary	
...Members	
...Female	
...Male	
...Non-binary	
1.1: Is the governing body the same as the local or overseas ultimate parent?	Local ultimate parent organisation
1.1.a: Confirm how the ultimate parent's governing body/ies are being reported:	It is reported as part of this submission group.

Select Harvests Limited

1: Does this organisation have a governing body?	Yes(Provide further details on the governing body(ies) and its composition)
1.1: What is the name of your governing body?	Select Harvests Limited
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	
...Male	1
...Non-binary	0
...Members	
...Female	2
...Male	4
...Non-binary	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?	30.00%
10.7: What year is the target to be reached (select the last day of the target year)?	1-Oct-2030
	1-Oct-2022
1.6: Do you have a formal policy and/or formal strategy in place on the gender composition of your governing body?	Yes(<i>Select all that apply.</i>)
	Strategy
	1-Oct-2022

Kyndalyn Park Pty Ltd

1: Does this organisation have a governing body?	No
1.3: How many members are on the governing body and who holds the predominant Chair position?	
...Chairs	
...Female	
...Male	
...Non-binary	
...Members	
...Female	
...Male	
...Non-binary	
1.1: Is the governing body the same as the local	

or overseas ultimate parent?	Local ultimate parent organisation
1.1.a: Confirm how the ultimate parent's governing body/ies are being reported:	It is reported as part of this submission group.

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

Select Harvests has EEO, Diversity Policies and now the 40:40 Pledge to apply at the Executive level.

In our recruitment Policy we have a target of at least 30% females on shortlists across the organisation (including Board) if possible.

#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*)

...Yes

Policy
Strategy

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

Yes(*Select all that apply*)

...Yes

To achieve gender pay equity
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 ensure managers are held accountable for pay equity outcomes
To implement and/or maintain a transparent and rigorous performance assessment process

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

31-Mar-2022

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 1-2 years

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?

Identified cause/s of the gaps

.. Yes

As part of our WGEA reporting responsibilities we completed a gender gap analysis of our pay levels across the business in 2021. Please see the following key findings from that time:

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)

- Females comprised 31.2% of our total workforce for the reporting period
- When comparing total average remuneration across all employee groups, males received a slightly greater level of income by 6%
- Males received higher remuneration in 3 out of the 4 categories we assessed with these differences ranging from 3% (at the 'employee' level) up to 13% (at 'senior manager' level)
- Females received higher remuneration in 1 out of the 4 categories being 3% higher income at the 'other managers' level

It is encouraging to see that females in one category were receiving higher remuneration levels than males, despite the overall result of a 6% higher income for males across the company. This was the first year that we have seen this positive trend which has helped narrow the gender gap pay from 10% last year.

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(Provide further details on the employee consultation process.)

1.1: How did you consult employees?

Other (provide details)

...Other (provide details)

Culture Survey Focus Groups

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(Select all that apply.)

...Yes

Strategy

3: On what date did your organisation share your previous year's public reports with employees?

26-Nov-2021

4: Does your organisation have shareholders?

Yes

4.1: On what date did your organisation share your previous year's public reports with shareholders?

26-Nov-2021

5: Have you shared previous Executive Summary and Benchmark reports with the governing body?

Yes

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

Select Harvests has a Diversity Policy, and a new Recruitment Policy in which gender equity and diversity considerations are emphasised.

At Executive meetings discussions are held with General Managers in relation to gender equity and then shared with their respective management teams.

Select Harvest also has proposed action to the Board to pledge to the Hesta 40:40 Vision where we have a target for at least 40% female representation at the CEO and direct reports level by 2030.

We also have active involvement at Careers Fairs and Female Leadership forums involving various levels of diverse staff.

#Flexible work

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	Yes
...Targets have been set for men's engagement in flexible work	Yes
...Leaders are held accountable for improving workplace flexibility	No(<i>Select all that apply</i>)
...No	Not a priority
...Manager training on flexible working is provided throughout the organisation	No(<i>Select all that apply</i>)
...No	Not a priority
...Employee training is provided throughout the organisation	No(<i>Select all that apply</i>)
...No	Not a priority
...Team-based training is provided throughout the organisation	No(<i>Select all that apply</i>)
...No	Insufficient resources/expertise
...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)	No(<i>Select all that apply</i>)
...No	Not aware of the need

...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 aware of the need
...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	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
...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 a priority
...Other (provide details)	Possible option into the future
...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 a priority
...Unpaid leave	Yes(<i>Select one option only</i>)
	SAME options for women and men(<i>Select all that apply</i>)

...Yes	<i>that apply)</i>
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...SAME options for women and men	Formal options are available
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3: Are your flexible working arrangement options for NON-MANAGERS the same as the options for managers above?

Yes

4: Has your organisation implemented an 'all roles flex' approach to flexible work?

No

5: Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce during the 2021-22 reporting period?

Yes, for both women and men

6: If your workplace includes hybrid teams (i.e. some employees in a team work remotely while other employees in a team work at the organisation's usual workplace), have any of the following measures been utilised to ensure the fair treatment of all employees regardless of work location?

All team meetings are held online
Employee performance is measured by performance and not presenteeism

7: If your organisation would like to provide additional information relating to flexible working and gender equality in your workplace, including specific changes due to the impact of the COVID-19 pandemic on your workplace, please do so below.

All genders receive the same entitlements in line with the NES standards. We have developed and launched a more generous company funded Parental Leave Policy for both primary and secondary carers.

#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)

1.7.1: How long is the qualifying period?	12
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 Stillbirth
1.1.c: How do you pay employer funded paid parental leave to primary carers?	Paying the gap between the employee's salary and the government's paid parental leave scheme
1.1.d: Do you pay superannuation contribution to your primary carers while they are on parental leave?	No
1.1.e: How many weeks (minimum) of employer funded paid parental leave for primary carers is provided?	18
1.1.f: What proportion of your total workforce has access to employer funded paid parental leave for primary carers, including casuals?	51-60%
1.1.g: Do you require primary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave?	Yes
1.1.g.1: How long is the qualifying period?	12
1.1.h: Do you require primary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?	Yes
1.1.h: Do you require primary carers to take employer funded paid parental leave within a	

certain time period after the birth, adoption, surrogacy and/or stillbirth?	Within 24 months
.. Yes	
1.2: Do you provide employer funded paid parental leave for secondary carers in addition to any government funded parental leave scheme?	Yes (<i>Please indicate how employer funded paid parental leave is provided to the secondary carers.</i>)
1.2.a: Please indicate whether your employer-funded paid parental leave for secondary carers is available to:	All, regardless of gender
1.2.b: Please indicate whether your employer-funded paid parental leave for secondary carers covers:	Birth Adoption Stillbirth
1.2.c: How do you pay employer funded paid parental leave to secondary carers?	Paying the gap between the employee's salary and the government's paid parental leave scheme
1.2.d: Do you pay superannuation contribution to your secondary carers while they are on parental leave?	No
1.2.e: How many weeks (minimum) of employer funded paid parental leave for secondary carers is provided?	2
1.2.f: What proportion of your total workforce has access to employer funded paid parental leave for secondary carers, including casuals?	50-60%
1.2.g: Do you require secondary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave?	Yes
1.2.g.1: How long is the qualifying period?	12
1.2.h: Do you require secondary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?	Yes
1.2.h: Do you require secondary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?	Within 24 months
.. Yes	

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

...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 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	Every three years or more
...All employees	Yes(<i>Please indicate how often is this training provided (select all that apply):</i>)
...Yes	Varies across business units

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
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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	No(<i>Select all that apply</i>)

...No	Insufficient resources/expertise
...Access to paid domestic violence leave (contained in an enterprise/workplace agreement)	Yes(<i>Is the leave period unlimited?</i>)
...Yes	No
: How many days of paid domestic violence leave (contained in an enterprise/workplace agreement) are provided?	10
...Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)	Yes(<i>Is the leave period unlimited?</i>)
...Yes	No
...Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)	No(<i>Select all that apply</i>)
...No	Insufficient resources/expertise
...Access to unpaid leave	No(<i>Select all that apply</i>)
...No	Insufficient resources/expertise
...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)	No(<i>Select all that apply</i>)
...No	Insufficient resources/expertise
...Offer change of office location	Yes
...Emergency accommodation assistance	No(<i>Select all that apply</i>)
...No	Insufficient resources/expertise
...Access to medical services (e.g. doctor or nurse)	No(<i>Select all that apply</i>)
...No	Insufficient resources/expertise
...Other (provide details)	No

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