



**Australian Government**



**Workplace  
Gender Equality  
Agency**



# 2022 - 23 Gender Equality Reporting

## Submitted By:

Select Harvests Limited 87000721380

Kyndalyn Park Pty Ltd 76006360194

# #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

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

Strategy

**Key performance indicators for managers relating to gender equality:** YesPolicy;

Strategy

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

YesPolicy; Strategy

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

Launch 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 all shortlists and 40% female on executive shortlist, where possible

## Governing Bodies

**Organisation:** Select Harvests Limited

**1.Name of the governing body:** Select Harvests Limited

**2.Type of the governing body:** Board of Directors

## Number of governing body chair and member by gender:

Chair	Female (F) 0	Male (M) 1	Non-Binary 0
Member	Female (F) 2	Male (M) 2	Non-Binary 0

## 4. Formal section policy and/or strategy: Yes

Selected value: Policy; Strategy

## 6. Target set to increase the representation of women: Yes

6.1 Percentage (%) of target: 40

6.2 Year of target to be reached: 31/12/2030

## 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?

Yes

Selected value: Strategy

Organisation: Kyndalyn Park Pty Ltd

1. Name of the governing body: Select Harvests Limited

2. Type of the governing body: Board of Directors

## Number of governing body chair and member by gender:

Chair	Female (F) 0	Male (M) 1	Non-Binary 0
Member	Female (F) 2	Male (M) 2	Non-Binary 0

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**6.1 Percentage (%) of target:** 40

**6.2 Year of target to be reached:** 31/12/2030

**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?**

Yes

**Selected value:** Strategy

**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

Strategy

**1.1 Are specific pay equality objectives included in your formal policy and/or formal strategy?**

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?**

31/03/2023

**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 1-2 years

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

Yes

Identified cause/s of the gaps; Reported pay equity metrics (including gender pay gaps) to the governing body; Reported pay equity metrics (including gender pay gaps) to the executive; Reported pay equity metrics (including gender pay gaps) to all employees

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

A by-level gap analysis; An overall organisation-wide gender pay gap

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?**

Focus groups; Exit interviews; Survey; Performance discussions

**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:

Yes

Date:01/07/2022

Shareholder:

Yes

Date: 01/07/2022

4. Have you shared previous Executive Summary and Industry Benchmark 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.

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

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

Select Harvests Board has pledged support 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

Select Harvests also has active involvement at Career Fairs and Female Leadership forums involving various levels of employees

# #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

Yes

Employees are surveyed on whether they have sufficient flexibility

Yes

Date Created: 09-08-2023

**Employee training is provided throughout the organisation**

No

Not a priority

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

No

Not aware of the need

**Flexible working is promoted throughout the organisation**

Yes

**Targets have been set for engagement in flexible work**

No

**Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body**

No

Not a priority

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

No

Not aware of the need

**Leaders are held accountable for improving workplace flexibility**

No

Not a priority

**Leaders are visible role models of flexible working**

Yes

**Manager training on flexible working is provided throughout the organisation**

No

Not a priority

**Targets have been set for men's engagement in flexible work**

No

**Team-based training is provided throughout the organisation**

No



Insufficient resources/expertise

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 men Formal options are available

**Compressed working weeks:** Yes

SAME options for women and men Formal options are available

**Flexible hours of work:** Yes

SAME options for women and men Formal options are available

**Job sharing:** No

Not a priority

**Part-time work:** Yes

SAME options for women and men Formal options are available

**Purchased leave:** Yes

SAME options for women and men Formal options are available

**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

**Unpaid leave:** Yes

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

**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.**

<p>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. Roles that were able to offer hybrid options were administrated to all, regardless of gender.</p>

# #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

- 1.1. Please indicate whether your employer-funded paid parental leave covers:

Birth; Adoption; Stillbirth

- 1.2. How do you pay employer-funded paid parental leave to your carers, regardless of primary/secondary status?

Paying the gap between the employee's salary and the government's paid parental leave scheme

- 1.3. Do you pay superannuation contribution to your carers while they are on parental leave?

- 1.4. How many weeks of employer-funded paid parental leave for carers is provided?

18

- 1.5. What proportion of your total workforce has access to employer-funded paid parental leave, including casuals?

51-60%

- 1.6. Do you require carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer-funded parental leave?

Yes

- 1.6.1 How long is the qualifying period (in months)?

12

- 1.7. Do you require carers to take employer-funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?

Yes

within 24 months

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

Date Created: 09-08-2023

**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)**

Yes

Available at ALL worksites

**2.3. Breastfeeding facilities**

Yes

Available at SOME worksites

**2.4. Childcare referral services**

Yes

Available at ALL worksites

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

Yes

Available at ALL worksites

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

Yes

Available at ALL worksites

**2.7. Internal support networks for parents**

No

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

No

**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**

Yes

Available at ALL worksites

**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.**

<p>Our Employee Assistant Program delivers at least 3 sessions per annum to employees or their direct family members for a number of support issues, which extend to parenting. </p>

## 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; Strategy

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

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

**All Managers:**

Yes

At induction

Other

**Provide Details:** At least every two years

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.

<p>Fortunately, we have had very low incidents of sexual harassment due to quick action and strong disciplinary outcomes. </p>

## 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

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

Yes

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

Insufficient resources/expertise

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

No

Insufficient resources/expertise

**Flexible working arrangements**

Yes

**Offer change of office location**

No

Insufficient resources/expertise

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

No

Insufficient resources/expertise

**Training of key personnel**

Yes

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

Yes

**Workplace safety planning**

No

Insufficient resources/expertise

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

Yes

**Is the leave period unlimited?**

No

**How many days are provided?**

10

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

Yes

**Is the leave period unlimited?**

No

**How many days are provided?** 10

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

Yes

**Is the leave period unlimited?**

No

**How many days are provided?** 5

**Access to unpaid leave**

Yes

**Is the leave period unlimited?**

No

**How many days are provided?**

5

**Other:** No

**Provide Details:**

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