



Date Created: 30-05-2023



Australian Government



**Workplace
Gender Equality
Agency**





Date Created: 30-05-2023

2022 - 23 Gender Equality Reporting

Submitted By:

Independent Health Care Service Pty Ltd 75057369669

#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

Retention: No

Insufficient resources/expertise

Performance management processes: Yes

Policy

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.

In relation to question 3 above, IHCS operates in a sector that has traditionally been female dominated and understands that barriers have existed for men (in relation to societal gender bias that has effect on client expectation). IHCS does not have quantitative targets to increase the number of men and does not positively discriminate towards them in relation to recruitment. Our strategy consists of providing opportunity for and support to those males who demonstrate interest in the industry/ our organisation.

Governing Bodies

Organisation: Independent Health Care Service Pty Ltd

1.Name of the governing body: Management Advisory Board

2.Type of the governing body: Management committee

Number of governing body chair and member by gender:

Chair

	Female (F)	Male (M)	Non-Binary
	0	1	0
Member			
	Female (F) 6	Male (M) 2	Non-Binary 0

4. Formal section policy and/or strategy: Yes

Selected value: Strategy

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

Selected value:

Not a priority

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: Not a priority

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?

No

Salaries set by awards/industrial or workplace agreements

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.

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Systemic gender pay gap has been considered by FWA within recent Equal Remuneration Wage case which has provided interim increase of 15% for aged care workers. Unfortunately this has led to the delineation of home-care workers within the award into 'aged care'; and 'disability care'; with the later not attracting the wage increase, although they are, have always been, as dominated by females as aged care personnel. IHCS will be providing the wage increase across the whole of its operational staff, however, the continued solvency of the organisation is now in question.

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)?**

No

Not a priority Salaries for SOME employees (including managers) are set by awards or industrial agreements and there is NO room for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or qualifications)

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

IHCS considers its WGEA report each year, however, the majority of employees salaries have traditionally been set by award. This year, however, IHCS will struggle to provide those in-home disability care personnel pay parity with their aged care counterparts. This will require the organisation to provide a 15% above award payments to over half of its operational personnel. It is uncertain if the organisation will maintain its viability at this time.

Employee Consultation

1. **Have you consulted with employees on issues concerning gender equality in your workplace during the reporting period?**

No Not a priority

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

No

Not a priority

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.**

IHCS have disseminated each report since 2013. Last year was an oversight and internal process have been amended to ensure this non-compliance is not repeated. Public reports have now been uploaded to the organisation's website and staff will be invited to access previous report when they are informed of the present reports submission.

#Flexible Work

Flexible Working

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

Yes

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

Not a priority

Employees are surveyed on whether they have sufficient flexibility

Yes

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Employee training is provided throughout the organisation

No

Not a priority

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

Not a priority

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

Yes

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

Not a priority

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

No

Not a priority

Team-based training is provided throughout the organisation

No

Not a priority

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; Informal options are available

Compressed working weeks: Yes

SAME options for women and men Informal options are available

Flexible hours of work: Yes

SAME options for women and men Formal options are available; Informal options are available

Job sharing: No

Not a priority

Part-time work: Yes

SAME options for women and men

Purchased leave: No

Not a priority

Remote working/working from home: Yes

SAME options for women and men Informal options are available

Time-in-lieu: No

Not a priority

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.

#Employee Support

Paid Parental leave

1. Do you provide employer-funded paid parental leave in addition to any government-funded parental leave scheme?

No

Not a priority

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?

No

Not a priority

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

- 2.1. Employer subsidised childcare

No

Not a priority

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

No

Not a priority

- 2.3. Breastfeeding facilities

No

Not a priority

- 2.4. Childcare referral services

No

Not a priority

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

No

Not a priority

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

No

Not a priority

2.7. Internal support networks for parents

No

Not a priority

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

No

Not a priority

2.9. Parenting workshops targeting fathers

No

Not a priority

2.10. Parenting workshops targeting mothers

No

Not a priority

2.11. Referral services to support employees with family and/or caring responsibilities

No

Not a priority

2.12. Support in securing school holiday care

No

Not a priority

2.13. On-site childcare

No

Insufficient resources/expertise

2.14. Other details: Yes

Available at ALL worksites

Provide Details: IHCS has informal support strategies available to support employees with family and caring responsibilities, contingent on the individual needs of the employee/family.

- 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

Date Created: 30-05-2023

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?

No

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?

No

Currently under development

Estimated Completion Date: 2023-07-30

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: Organisation does not have enterprise or workplace agreement
Confidentiality of matters disclosed

Yes

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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

Yes

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

Yes

Flexible working arrangements

Yes

Offer change of office location

No

Other

Provide Details: Unable to offer change of office location - do not have multiple sites available

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

Yes

Training of key personnel

No

Not a priority

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

Yes

Workplace safety planning

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No
Not a priority

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

No
Other

Provide Details: Organisation does not have enterprise/workplace agreement.

Access to paid leave required by NES

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: Organisation does not have enterprise/workplace agreement

Access to unpaid leave

Yes

Is the leave period unlimited?

Yes

Provide Details: No

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