



Date Created: 28-06-2023



Australian Government



**Workplace
Gender Equality
Agency**





Date Created: 28-06-2023

2022 - 23 Gender Equality Reporting

Submitted By:

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The Trustee For The Bmf Unit Trust 43533837149

Orchard Marketing Pty. Ltd. 37119244076

Hotwire Australia Pty Limited 16076448096

Cpr Communications & Public Relations Pty. Ltd. 94064357544

#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

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: NoNot aware of the need

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.

The Group has continued to bring focus to our diversity initiatives across the following areas:

Gender balance in leadership positions

Cultural diversity in our agencies

Introduction and ongoing support for flexibility practices across all agencies.

Governing Bodies

Organisation: Enero Group Limited

1.Name of the governing body: The Enero Board

2.Type of the governing body: Board of Directors

3.Specified governing body type:

Number of governing body chair and member by gender:

Chair	Female (F) 1	Male (M) 0	Non-Binary 0
Member	Female (F) 2	Male (M) 3	Non-Binary 0

4.Formal section policy and/or strategy: Yes

Selected value: Policy

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

6.1 Percentage (%) of target:

6.2 Year of target to be reached:

Selected value: Governing body has gender balance (i.e. 40% women / 40%men / 20% any gender)

Details:

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: Policy

Organisation: The Trustee For The Bmf Unit Trust

1.Name of the governing body: The Enero Board

2.Type of the governing body: Board of Directors

3.Specified governing body type:

Number of governing body chair and member by gender:

Chair

	Female (F) 1	Male (M) 0	Non-Binary 0
Member	Female (F) 2	Male (M) 3	Non-Binary 0

4. Formal section policy and/or strategy: Yes

Selected value: Policy

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

6.1 Percentage (%) of target:

6.2 Year of target to be reached:

Selected value: Governing body has gender balance (i.e. 40% women / 40%men / 20% any gender)

Details:

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: Policy

Organisation: Orchard Marketing Pty. Ltd.

1. Name of the governing body: The Enero Board

2. Type of the governing body: Board of Directors

3. Specified governing body type:

Number of governing body chair and member by gender:

Chair	Female (F) 1	Male (M) 0	Non-Binary 0
Member	Female (F) 2	Male (M) 3	Non-Binary 0

4. Formal section policy and/or strategy: Yes

Selected value: Policy

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

6.1 Percentage (%) of target:

6.2 Year of target to be reached:

Selected value: Governing body has gender balance (i.e. 40% women / 40%men / 20% any gender)

Details:

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: Policy

Organisation: Hotwire Australia Pty Limited

1. Name of the governing body: The Enero Board

2. Type of the governing body: Board of Directors

3. Specified governing body type:

Number of governing body chair and member by gender:

Chair	Female (F)	Male (M)	Non-Binary
	1	0	0
Member	Female (F)	Male (M)	Non-Binary
	2	3	0

4. Formal section policy and/or strategy: Yes

Selected value: Policy

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

6.1 Percentage (%) of target:

6.2 Year of target to be reached:

Selected value: Governing body has gender balance (i.e. 40% women / 40%men / 20% any gender)

Details:

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: Policy

Organisation: Cpr Communications & Public Relations Pty. Ltd.

1.Name of the governing body: The Enero Board

2.Type of the governing body: Board of Directors

3.Specified governing body type:

Number of governing body chair and member by gender:

Chair	Female (F)	Male (M)	Non-Binary
	1	0	0
Member	Female (F)	Male (M)	Non-Binary
	2	3	0

4.Formal section policy and/or strategy: Yes

Selected value: Policy

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

6.1 Percentage (%) of target:

6.2 Year of target to be reached:

Selected value: Governing body has gender balance (i.e. 40% women / 40%men / 20% any gender)

Details:

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: Policy

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

The Enero Board currently has a 50:50 split between females and males serving on the board.

#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?

No Salaries set by awards/industrial or workplace agreements; Non-award employees paid market rate

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.

The Enero Group is comprised of a number of individual brands each with their own specialised skills, clients and vary in size. A number of roles are unique and like for like comparisons can be difficult to draw.

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

Non-award employees paid market rate

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?

Survey

- 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?

No

Insufficient resources/expertise

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 IndustryBenchmark reports with the governing body?

No

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

Not aware of the need

Employees are surveyed on whether they have sufficient flexibility

Yes

Employee training is provided throughout the organisation

Yes

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: Everyone at all levels already engage in flexible working.

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

Yes

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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

Yes

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

No

Other

Other: All employees engage in flexible working irrespective of gender.

Team-based training is provided throughout the organisation

Yes

Other: Yes

Provide Details: Managerial and team based training covers how to work and manage in a hybrid workplace/team.

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 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: Yes

SAME options for women and men

Formal options are available; Informal options are available

Part-time work: Yes

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

Purchased leave: No

Not a priority

Remote working/working from home: Yes

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

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 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

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.

The Enero Group has provided flexible working options over a long period, refined and adapted the remote working philosophy to support additional flexibility.

#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 using the primary/secondary carer definition

1.1. Do you provide employer funded paid parental leave for primary carers in addition to any government funded parental leave scheme?

Yes

1.1.a. Please indicate whether your employer-funded paid parental leave for primary carers is available to:

All, regardless of gender

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- 1.1.b. Please indicate whether your employer-funded paid parental leave for primary carers covers:**
Birth; Adoption; Surrogacy; Stillbirth
- 1.1.c. How do you pay employer funded paid parental leave to primary carers?**
Paying the employee's full salary
- 1.1.d. Do you pay superannuation contribution to your primary carers while they are on parental leave?**
Yes, on employer funded parental leave
- 1.1.e. How many weeks (minimum) of employer funded paid parental leave for primary carers is provided?**
13
- 1.1.f. What proportion of your total workforce has access to employer funded paid parental leave for primary carers, including casuals?**
91-100%
- 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
How long is the qualifying period (in months)?
6
- 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
Within 6 months
- 1.2. Do you provide employer funded paid parental leave for secondary carers in addition to any government funded parental leave scheme?**
Yes
- 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; Surrogacy; Stillbirth
- 1.2.c. How do you pay employer funded paid parental leave to Secondary carers?**
Paying the employee's full salary
- 1.2.d. Do you pay superannuation contribution to your secondary carers while they are on parental leave?**
Yes, on employer funded parental leave
- 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?

91-100%

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

How long is the qualifying period (in months)?

6

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

Within 6 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.

There have been a number of strategies in place across the Enero Group to support employees with caring responsibilities, in addition to paid parental leave. Including, flexible working, job sharing, part time opportunities and remote working

Support for carers

1. Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?

Yes

Policy; Strategy

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

Other

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Other: We pay the parental leave benefit at the start of leave to support new families as the period of parental leave begins.

2.3. Breastfeeding facilities

Yes

Available at ALL worksites

2.4. Childcare referral services

No

Not aware of the need

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)

No

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.

Significant flexibility options provided to employees with caring responsibilities.

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?

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 Managers:

Yes

At induction

Annually

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.

All employees including managers must attend compulsory training during their induction and orientation process called Respect@Work. It covers in-depth information about workplace bullying, harassment and discrimination.

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

No

Other

Provide Details: We don't have a clause in a workplace agreement however family and domestic violence leave is provided for in a separate policy.

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

Not aware of the need

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

No

Not aware of the need

Flexible working arrangements

Yes

Offer change of office location

Yes

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

No
Not aware of the need

Training of key personnel

Yes

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:We don't have a clause in a workplace agreement however family and domestic violence leave is provided for in a separate policy.

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)

No

Other

Provide Details:We don't have a clause in a workplace agreement however family and domestic violence leave is provided for in a separate policy.

Access to unpaid leave

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Yes

Is the leave period unlimited?

Yes

Other: No

Provide Details:

- 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: Professional, Scientific and Technical Services (Except Computer System Design and Related

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	45	36	0	0	81
	Full-time contract	2	2	0	0	4
	Part-time permanent	17	2	0	0	19
Professionals	Full-time permanent	94	60	0	0	155
	Full-time contract	4	3	0	0	7
	Part-time permanent	10	2	0	0	12
	Part-time contract	2	0	0	0	2
Clerical And Administrative Workers	Full-time permanent	14	8	0	0	22
	Full-time contract	1	1	0	0	2
	Part-time permanent	2	0	1	0	3
	Part-time contract	0	0	1	0	1
	Casual	0	1	0	0	1

* Categorized using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

** Total employees includes Non-binary

Workplace Profile Table

Industry: Professional, Scientific and Technical Services (Except Computer System Design and Related

Manager category	Employment status	No. of employees		
		F	M	Total*
CEO	Full-time permanent	2	3	5
KMP	Full-time permanent	3	0	3
HOB	Full-time permanent	0	2	2
	Part-time permanent	1	0	1
GM	Full-time permanent	6	7	13
	Part-time permanent	1	0	1
SM	Full-time permanent	12	13	25
	Part-time permanent	10	1	11
OM	Full-time permanent	22	11	33
	Full-time contract	2	2	4
	Part-time permanent	5	1	6

* Total employees includes Non-binary

Workforce Management Statistics Table

Industry: Professional, Scientific and Technical Services (Except Computer System Design and Related

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	Managers	9	6	15
			Non-managers	22	6	28
	Part-time	Permanent	Managers	4		4
			Non-managers	1		1
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	Managers	3		3
			Non-managers	2		2
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	Managers	5	3	8
			Non-managers	31	17	48
		Fixed-Term Contract	Managers		3	3
			Non-managers	4	1	5
	Part-time	Permanent	Non-managers	6		6
		Fixed-Term Contract	Non-managers	1		1

* Total employees includes Non-binary

Workforce Management Statistics Table

Industry: Professional, Scientific and Technical Services (Except Computer System Design and Related

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
			Managers	8	5	13
			Non-managers	27	15	42
	Part-time	Permanent	Managers	3		3
			Non-managers		1	1
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers	2		2
			Non-managers	7		7
	Part-time	Permanent	Managers	5		5
			Non-managers	1		1
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers		1	1
			Non-managers		3	3

* Total employees includes Non-binary

Workforce Management Statistics Table

Industry: Professional, Scientific and Technical Services (Except Computer System Design and Related

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