

# Appendices

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## Equity & Diversity Policy Committee Terms of Reference

### Role

The role of the Committee is to assist the RBA to achieve its aims relating to equity and diversity in the workplace.

### Functions

The Committee has the following functions:

- make recommendations to the RBA on equity and diversity principles and policy;
- set the priorities for and monitor the implementation of an equity and diversity program for the RBA. This includes reviewing the work of the Accessibility Consultative Group; and
- monitor and report periodically to the Governor on these matters.

### Membership

The Committee has 10 members:

- Chairperson – appointed by the Governor;
- Deputy Chairperson – Head of Human Resources (ex officio);
- Secretary – Equity & Diversity Consultant, Human Resources (ex officio);
- Staff Representatives (four) – appointed by HR via expressions of interest;
- Union Representative – an employee nominated by the Reserve Bank Officers' Section of the Finance Sector Union (and an alternate);
- Representative from the Accessibility Consultative Group (Chairperson, ex officio); and
- Representative from the Diversity Contact Manager Network (Chairperson, ex officio).

Membership should include some representation from the various diversity groups as set out in the *Equal Employment Opportunity (Commonwealth Authorities) Act 1987*.

### Meetings

The Committee will meet three times each year.

## Membership as at 30 June 2011

Chairperson	Keith Hall
Deputy Chairperson (Head of HR)	Melissa Hope
Staff Representative	Matthew Boswell
Staff Representative	Aaron Bovis
Staff Representative	Bernadette Donovan
Staff Representative	Alex Heath
Staff Representative	Lamorna Rogers
Union Representative	Elizabeth Derdowski
Union Representative (alternate)	Jason Jux
Representative of the Accessibility Consultative Group – Chairperson	Glen McLane
Representative of the Diversity Contact Manager Network – Chairperson and Secretary (HR)	Marija Dumovic

## Statistical Tables

### Representation Within Employment Classification Levels

As at 30 June 2010 and 30 June 2011

Number (per cent of total staff within classification level)

Levels	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	10	11	10	11	10	11	10	11	10	11	10	11	10	11
L1	9 (21)	10 (29)	11 (26)	6 (17)	1 (2)	2 (6)	2 (5)	1 (3)	22 (52)	21 (60)	20 (48)	14 (40)	42 (100)	35 (100)
L2	24 (28)	26 (32)	13 (15)	11 (14)	1 (1)	1 (1)	4 (5)	5 (6)	62 (72)	58 (72)	24 (28)	23 (28)	86 (100)	81 (100)
L3	40 (23)	46 (27)	23 (13)	25 (15)	3 (2)	2 (1)	8 (5)	7 (4)	109 (63)	110 (65)	64 (37)	60 (35)	173 (100)	170 (100)
Graduate	23 (28)	22 (29)	17 (20)	9 (12)	–	–	1 (1)	1 (1)	29 (35)	24 (32)	54 (65)	51 (68)	83 (100)	75 (100)
L3/4	22 (17)	27 (20)	16 (12)	24 (18)	–	–	5 (4)	6 (4)	41 (31)	41 (31)	91 (69)	93 (69)	132 (100)	134 (100)
L4	74 (33)	80 (35)	30 (13)	32 (14)	–	–	8 (4)	8 (4)	94 (42)	93 (41)	130 (58)	134 (59)	224 (100)	227 (100)
L5	13 (9)	22 (15)	24 (18)	21 (14)	–	–	4 (3)	5 (3)	40 (29)	43 (29)	97 (71)	106 (71)	137 (100)	149 (100)
L6	6 (10)	6 (10)	11 (18)	10 (17)	–	–	3 (5)	3 (5)	18 (29)	20 (34)	44 (71)	38 (66)	62 (100)	58 (100)
Deputy Head	–	1 (7)	1 (10)	1 (7)	–	–	–	–	1 (10)	3 (21)	9 (90)	11 (79)	10 (100)	14 (100)
Department Head and above	1 (4)	1 (4)	1 (4)	1 (4)	–	–	1 (4)	1 (4)	4 (15)	6 (22)	22 (85)	21 (78)	26 (100)	27 (100)
Other Staff	5 (17)	3 (9)	4 (14)	–	2 (7)	2 (6)	1 (3)	1 (3)	8 (28)	16 (47)	21 (72)	18 (53)	29 (100)	34 (100)
<b>Total</b>	<b>217 (22)</b>	<b>244 (24)</b>	<b>151 (15)</b>	<b>140 (14)</b>	<b>7 (1)</b>	<b>7 (1)</b>	<b>37 (4)</b>	<b>38 (4)</b>	<b>428 (43)</b>	<b>435 (43)</b>	<b>576 (57)</b>	<b>569 (57)</b>	<b>1004 (100)</b>	<b>1004 (100)</b>

Total excludes six locally employed representative office staff based in London and New York

#### KEY

Other Staff	Legal Counsel, Support Officers, Trainees and Cadets
NESB1	People from non-English speaking backgrounds
NESB2	People with parent(s) from non-English speaking backgrounds
IA	Indigenous Australians
PWD	People with a disability

## Representation Within Salary Ranges

As at 30 June 2011

Number (per cent of total staff within salary range)

Salary	NESB1	NESB2	IA	PWD	Women	Men	Total Staff
Below \$40,000	3 (10)	– –	2 (7)	1 (3)	14 (48)	15 (52)	29 (100)
\$40,000–\$49,999	10 (27)	6 (16)	2 (5)	1 (3)	22 (59)	15 (41)	37 (100)
\$50,000–\$59,999	17 (30)	7 (13)	1 (2)	3 (5)	36 (64)	20 (36)	56 (100)
\$60,000–\$69,999	43 (29)	18 (12)	– –	3 (2)	76 (51)	72 (49)	148 (100)
\$70,000–\$79,999	33 (23)	29 (20)	1 (1)	7 (5)	73 (50)	72 (50)	145 (100)
\$80,000–\$89,999	45 (30)	20 (13)	1 (1)	5 (3)	67 (45)	83 (55)	150 (100)
\$90,000–\$99,999	21 (26)	14 (17)	– –	5 (6)	42 (52)	39 (48)	81 (100)
\$100,000–\$109,999	30 (36)	11 (13)	– –	3 (4)	27 (32)	57 (68)	84 (100)
\$110,000–\$119,999	16 (43)	4 (11)	– –	– –	5 (14)	32 (86)	37 (100)
\$120,000–\$129,999	7 (14)	4 (8)	– –	4 (8)	22 (43)	29 (57)	51 (100)
\$130,000–\$139,999	6 (15)	8 (20)	– –	1 (3)	9 (23)	31 (77)	40 (100)
\$140,000–\$149,999	3 (12)	5 (19)	– –	1 (4)	5 (19)	21 (81)	26 (100)
\$150,000 & over	10 (8)	14 (12)	– –	4 (3)	37 (31)	83 (69)	120 (100)
<b>Total</b>	<b>244</b> <b>(24)</b>	<b>140</b> <b>(14)</b>	<b>7</b> <b>(1)</b>	<b>38</b> <b>(4)</b>	<b>435</b> <b>(43)</b>	<b>569</b> <b>(57)</b>	<b>1004</b> <b>(100)</b>

Total excludes six locally employed representative office staff based in London and New York

### KEY

NESB1	People from non-English speaking backgrounds
NESB2	People with parent(s) from non-English speaking backgrounds
IA	Indigenous Australians
PWD	People with a disability

## Representation Within Occupational Groups

As at 30 June 2010 and 30 June 2011

Number (per cent of total staff within occupational group)

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	10	11	10	11	10	11	10	11	10	11	10	11	10	11
Managers	8	8	13	13	–	–	4	4	23	29	78	73	101	102
	(8)	(8)	(13)	(13)	–	–	(4)	(4)	(23)	(28)	(77)	(72)	(100)	(100)
Professionals	136	158	95	87	1	1	18	19	224	226	376	382	600	608
	(23)	(26)	(16)	(14)	–	–	(3)	(3)	(37)	(37)	(63)	(63)	(100)	(100)
Clerical & Administrative	56	62	39	33	6	6	11	10	163	161	75	67	238	228
	(24)	(27)	(16)	(14)	(3)	(3)	(5)	(4)	(68)	(71)	(32)	(29)	(100)	(100)
Technicians & Trade Workers	16	15	3	6	–	–	4	5	16	17	45	45	61	62
	(27)	(25)	(5)	(10)	–	–	(7)	(8)	(26)	(27)	(74)	(73)	(100)	(100)
Community & Personal Services	1	1	1	1	–	–	–	–	2	2	2	2	4	4
	(25)	(25)	(25)	(25)	–	–	–	–	(50)	(50)	(50)	(50)	(100)	(100)
<b>Total</b>	<b>217</b>	<b>244</b>	<b>151</b>	<b>140</b>	<b>7</b>	<b>7</b>	<b>37</b>	<b>38</b>	<b>428</b>	<b>435</b>	<b>575</b>	<b>569</b>	<b>1003</b>	<b>1004</b>
	(22)	(24)	(15)	(14)	(1)	(1)	(4)	(4)	(43)	(43)	(57)	(57)	(100)	(100)

Total excludes six locally employed representative office staff based in London and New York

### KEY

NESB1	People from non-English speaking backgrounds
NESB2	People with parent(s) from non-English speaking backgrounds
IA	Indigenous Australians
PWD	People with a disability

**Recruitment**  
Year to 30 June 2010 and 30 June 2011

Number

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	10	11	10	11	10	11	10	11	10	11	10	11	10	11
Managers	1	–	1	–	–	–	–	–	1	–	2	–	3	–
Professionals	30	27	20	1	1	–	–	–	33	26	69	60	102	86
Clerical & Administrative	6	10	3	–	2	2	2	1	21	21	6	9	27	30
Technicians & Trade Workers	4	1	1	–	–	–	1	1	1	3	11	2	12	5
<b>Total</b>	<b>41</b>	<b>38</b>	<b>25</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>56</b>	<b>50</b>	<b>88</b>	<b>71</b>	<b>144</b>	<b>121</b>
<b>(Per cent of total recruitment)</b>	<b>(28)</b>	<b>(31)</b>	<b>(17)</b>	<b>(1)</b>	<b>(2)</b>	<b>(2)</b>	<b>(2)</b>	<b>(2)</b>	<b>(39)</b>	<b>(41)</b>	<b>(61)</b>	<b>(59)</b>	<b>(100)</b>	<b>(100)</b>

Figures are based on total staff recruitment

Includes trainees, cadets and graduates

Excludes renewal of contract, cadets rehired as graduates

Excludes locally employed representative office staff based in London and New York

**KEY**

NESB1 People from non-English speaking backgrounds

NESB2 People with parent(s) from non-English speaking backgrounds

IA Indigenous Australians

PWD People with a disability

**Separations**  
Year to 30 June 2010 and 30 June 2011  
Number (percentage of total)

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	10	11	10	11	10	11	10	11	10	11	10	11	10	11
Managers	-	-	1	2	1	-	-	-	-	-	3	3	3	3
	-	-	(33)	(67)	(33)	-	-	-	-	-	(100)	(100)	(100)	(100)
Professionals	17	9	5	4	1	1	3	-	13	21	39	44	52	65
	(33)	(14)	(10)	(6)	(2)	(2)	(6)	-	(25)	(32)	(75)	(68)	(100)	(100)
Clerical & Administrative	2	2	4	6	1	1	4	1	12	18	5	13	17	31
	(12)	(6)	(24)	(19)	(6)	(3)	(24)	(3)	(71)	(58)	(29)	(42)	(100)	(100)
Technicians & Trade Workers	3	1	3	-	-	-	-	1	-	-	8	6	8	6
	(43)	(17)	(38)	-	-	-	-	(17)	-	-	(100)	(100)	(100)	(100)
<b>Total</b>	<b>22</b>	<b>12</b>	<b>13</b>	<b>12</b>	<b>3</b>	<b>2</b>	<b>7</b>	<b>2</b>	<b>25</b>	<b>39</b>	<b>55</b>	<b>66</b>	<b>80</b>	<b>105</b>
<b>(Per cent of total departures)</b>	<b>(28)</b>	<b>(11)</b>	<b>(16)</b>	<b>(11)</b>	<b>(4)</b>	<b>(2)</b>	<b>(9)</b>	<b>(2)</b>	<b>(31)</b>	<b>(37)</b>	<b>(69)</b>	<b>(63)</b>	<b>(100)</b>	<b>(100)</b>

Figures are based on total staff terminations, excluding retirements  
Excludes staff rehired at end of contract and cadets rehired as graduates  
Excludes separation of locally employed staff based in London and New York

**KEY**

NESB1 People from non-English speaking backgrounds  
NESB2 People with parent(s) from non-English speaking backgrounds  
IA Indigenous Australians  
PWD People with a disability

## Retirements

Year to 30 June 2010 and 30 June 2011

Number

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	10	11	10	11	10	11	10	11	10	11	10	11	10	11
Managers	1	–	–	1	–	–	–	–	1	–	2	2	3	2
Professionals	2	5	1	–	–	–	1	1	5	2	5	6	10	8
Clerical & Administrative	3	2	–	1	–	–	–	–	3	3	1	1	4	4
<b>Total</b>	<b>6</b>	<b>7</b>	<b>1</b>	<b>2</b>	<b>–</b>	<b>–</b>	<b>1</b>	<b>1</b>	<b>9</b>	<b>5</b>	<b>8</b>	<b>9</b>	<b>17</b>	<b>14</b>
<b>(Per cent of total departures)</b>	<b>(35)</b>	<b>(50)</b>	<b>(6)</b>	<b>(14)</b>	<b>–</b>	<b>–</b>	<b>(6)</b>	<b>(7)</b>	<b>(53)</b>	<b>(36)</b>	<b>(47)</b>	<b>(64)</b>	<b>(100)</b>	<b>(100)</b>

Figures are based on total staff retirements, redundancies above superannuation preservation age (or early release of superannuation)  
Excludes locally employed representative office staff based in London and New York

### KEY

NESB1	People from non-English speaking backgrounds
NESB2	People with parent(s) from non-English speaking backgrounds
IA	Indigenous Australians
PWD	People with a disability



## Promotions

Year to 30 June 2010 and 30 June 2011

Number

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	10	11	10	11	10	11	10	11	10	11	10	11	10	11
Managers	–	2	3	3	–	–	1	–	–	12	5	8	5	20
Professionals	8	21	6	9	–	–	2	2	25	29	38	46	63	75
Clerical & Administrative	3	4	5	2	–	2	–	1	11	10	2	6	13	16
Technicians & Trade Workers	1	1	–	1	–	–	–	–	–	1	1	5	1	6
<b>Total</b>	<b>12</b>	<b>28</b>	<b>14</b>	<b>15</b>	<b>–</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>36</b>	<b>52</b>	<b>46</b>	<b>65</b>	<b>82</b>	<b>117</b>
<b>(Per cent of total promotions)</b>	<b>(15)</b>	<b>(24)</b>	<b>(17)</b>	<b>(13)</b>	<b>–</b>	<b>(2)</b>	<b>(4)</b>	<b>(3)</b>	<b>(44)</b>	<b>(44)</b>	<b>(56)</b>	<b>(56)</b>	<b>(100)</b>	<b>(100)</b>

Excludes locally employed representative office staff based in London and New York

### KEY

NESB1	People from non-English speaking backgrounds
NESB2	People with parent(s) from non-English speaking backgrounds
IA	Indigenous Australians
PWD	People with a disability







