

# 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 2010

Chairperson	Keith Hall
Deputy Chairperson (Head of HR)	Chris Aylmer
Staff Representative	Aaron Bovis
Staff Representative	Celine Chiu
Staff Representative	Bernadette Donovan
Staff Representative	Alex Heath
Union Representative	Elizabeth Derdowski
Union Representative (alternative)	Vacant
Representative of the Accessibility Consultative Group - Chairperson	Glen McLane
Representative of the Diversity Contact Manager Network - Chairperson	Vacant
Secretary (HR)	Monica Walker

## Statistical Tables

### Representation Within Employment Classification Levels

As at 30 June 2009 and 30 June 2010

Number (per cent of total staff within classification level)

Levels	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	09	10	09	10	09	10	09	10	09	10	09	10	09	10
L1	12 (31)	9 (21)	8 (21)	11 (26)	1 (3)	1 (2)	2 (5)	2 (5)	21 (54)	22 (52)	18 (46)	20 (48)	39 (100)	42 (100)
L2	23 (27)	24 (28)	14 (17)	13 (15)	1 (1)	1 (1)	5 (6)	4 (5)	57 (68)	62 (72)	27 (32)	24 (28)	84 (100)	86 (100)
L3	44 (27)	40 (23)	24 (15)	23 (13)	3 (2)	3 (2)	9 (5)	8 (5)	99 (60)	109 (63)	65 (40)	64 (37)	164 (100)	173 (100)
Graduate	23 (24)	23 (28)	12 (13)	17 (20)	-	-	1 (1)	1 (1)	35 (37)	29 (35)	59 (63)	54 (65)	94 (100)	83 (100)
L3/4	18 (16)	22 (17)	17 (15)	16 (12)	-	-	6 (5)	5 (4)	32 (28)	41 (31)	81 (72)	91 (69)	113 (100)	132 (100)
L4	77 (35)	74 (33)	30 (14)	30 (13)	-	-	10 (5)	8 (4)	94 (42)	94 (42)	128 (58)	130 (58)	222 (100)	224 (100)
L5	15 (11)	13 (9)	22 (16)	24 (18)	-	-	5 (4)	4 (3)	37 (28)	40 (29)	97 (72)	97 (71)	134 (100)	137 (100)
L6	6 (10)	6 (10)	10 (17)	11 (18)	-	-	2 (3)	3 (5)	18 (30)	18 (29)	42 (70)	44 (71)	60 (100)	62 (100)
Deputy Head	-	-	-	1 (10)	1 (10)	-	-	-	1 (10)	1 (10)	9 (90)	9 (90)	10 (100)	10 (100)
Dept Head and above	1 (4)	1 (4)	1 (4)	1 (4)	-	-	1 (4)	1 (4)	4 (15)	4 (15)	23 (85)	22 (85)	27 (100)	26 (100)
Other Staff	3 (8)	5 (17)	8 (22)	4 (14)	1 (3)	2 (7)	1 (3)	1 (3)	15 (42)	8 (28)	21 (58)	21 (72)	36 (100)	29 (100)
<b>Total</b>	<b>222 (23)</b>	<b>217 (22)</b>	<b>146 (15)</b>	<b>151 (15)</b>	<b>7 (1)</b>	<b>7 (1)</b>	<b>42 (4)</b>	<b>37 (4)</b>	<b>413 (42)</b>	<b>428 (43)</b>	<b>570 (58)</b>	<b>576 (57)</b>	<b>983 (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 2010

Number (per cent of total staff within salary range)

Salary	NESB1	NESB2	IA	PWD	Women	Men	Total Staff
Below \$30,000	5 (17)	6 (20)	- -	1 (3)	13 (43)	17 (57)	30 (100)
\$30,000 - \$39,999	5 (10)	11 (22)	3 (6)	1 (2)	30 (59)	21 (41)	51 (100)
\$40,000 - \$49,999	13 (24)	6 (11)	1 (2)	4 (7)	32 (58)	23 (42)	55 (100)
\$50,000 - \$59,999	26 (26)	21 (21)	- -	3 (3)	61 (62)	38 (38)	99 (100)
\$60,000 - \$69,999	26 (24)	18 (17)	2 (2)	1 (1)	51 (48)	56 (52)	107 (100)
\$70,000 - \$79,999	38 (22)	26 (15)	- -	10 (6)	72 (41)	102 (59)	174 (100)
\$80,000 - \$89,999	31 (30)	14 (13)	1 (1)	3 (3)	54 (51)	51 (49)	105 (100)
\$90,000 - \$99,999	21 (27)	8 (10)	- -	3 (4)	32 (42)	45 (58)	77 (100)
\$100,000 & over	52 (17)	45 (15)	- -	11 (4)	83 (27)	223 (73)	306 (100)
<b>Total</b>	<b>217</b> <b>(22)</b>	<b>155</b> <b>(15)</b>	<b>7</b> <b>(1)</b>	<b>37</b> <b>(4)</b>	<b>428</b> <b>(43)</b>	<b>576</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 2009 and 30 June 2010

Number (per cent of total staff within occupational group)

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	09	10	09	10	09	10	09	10	09	10	09	10	09	10
Managers	8 (8)	8 (8)	12 (12)	13 (13)	1 (1)	-	3 (3)	4 (4)	23 (23)	23 (23)	77 (77)	78 (77)	100 (100)	101 (100)
Professionals	137 (24)	136 (23)	84 (15)	95 (16)	-	-	22 (4)	18 (3)	211 (37)	224 (37)	367 (63)	376 (63)	578 (100)	600 (100)
Clerical & Administrative	60 (25)	56 (24)	44 (18)	39 (16)	5 (2)	6 (3)	14 (6)	11 (5)	162 (67)	163 (68)	79 (33)	75 (32)	241 (100)	238 (100)
Technicians & Trade Workers	16 (28)	16 (27)	4 (7)	3 (5)	-	-	3 (5)	4 (7)	15 (26)	16 (27)	43 (74)	44 (73)	58 (100)	60 (100)
Community & Personal Services	1 (25)	1 (25)	1 (25)	1 (25)	-	-	-	-	2 (50)	2 (50)	2 (50)	2 (50)	4 (100)	4 (100)
Machinery Operators & Drivers	-	-	1 (50)	-	-	-	-	-	-	-	2 (100)	1 (100)	2 (100)	1 (100)
Sales Workers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Labourers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>222 (23)</b>	<b>217 (22)</b>	<b>146 (15)</b>	<b>151 (15)</b>	<b>6 (1)</b>	<b>7 (1)</b>	<b>42 (4)</b>	<b>37 (4)</b>	<b>413 (42)</b>	<b>428 (43)</b>	<b>570 (58)</b>	<b>576 (57)</b>	<b>983 (100)</b>	<b>1004 (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

## Recruitment

Year to 30 June 2009 and 30 June 2010

Number

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	09	10	09	10	09	10	09	10	09	10	09	10	09	10
Managers	-	1	-	1	-	-	-	-	1	1	-	2	1	3
Professionals	29	30	16	20	-	1	1	-	39	33	76	69	115	102
Clerical & Administrative	4	6	7	3	1	2	2	2	17	21	8	6	25	27
Technicians & Trade Workers	1	4	-	1	-	-	-	1	3	1	9	11	12	12
Community & Personal Services	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Machinery Operators & Drivers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sales Workers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Labourers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>34</b>	<b>41</b>	<b>23</b>	<b>25</b>	<b>1</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>60</b>	<b>56</b>	<b>93</b>	<b>88</b>	<b>153</b>	<b>144</b>
<b>(Per cent of total recruitment)</b>	<b>(22)</b>	<b>(28)</b>	<b>(15)</b>	<b>(17)</b>	<b>(1)</b>	<b>(2)</b>	<b>(2)</b>	<b>(2)</b>	<b>(39)</b>	<b>(39)</b>	<b>(61)</b>	<b>(61)</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 2009 and 30 June 2010

Number (percentage of total)

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	09	10	09	10	09	10	09	10	09	10	09	10	09	10
Managers	-	-	-	1	-	1	-	-	-	-	1	3	1	3
	-	-	-	(33)	-	-	-	-	-	-	(100)	(100)	(100)	(100)
Professionals	11	17	4	5	-	1	4	3	18	13	35	39	53	52
	(21)	(33)	(8)	(10)	-	(2)	(8)	(6)	(34)	(25)	(66)	(75)	(100)	(100)
Clerical & Administrative	5	2	3	4	1	1	3	4	9	12	5	5	14	17
	(36)	(12)	(21)	(24)	(7)	(6)	(21)	(24)	(64)	(71)	(36)	(29)	(100)	(100)
Technicians & Trade Workers	-	3	4	2	-	-	-	-	1	-	8	7	9	7
	-	(43)	(44)	(29)	-	-	-	-	(11)	-	(89)	(100)	(100)	(100)
Community & Personal Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Machinery Operators & Drivers	-	-	-	1	-	-	-	-	-	-	-	1	-	1
Sales Workers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Labourers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>16</b>	<b>22</b>	<b>11</b>	<b>13</b>	<b>1</b>	<b>3</b>	<b>7</b>	<b>7</b>	<b>28</b>	<b>25</b>	<b>49</b>	<b>55</b>	<b>77</b>	<b>80</b>
<b>(Per cent of total departures)</b>	<b>(21)</b>	<b>(28)</b>	<b>(14)</b>	<b>(16)</b>	<b>(1)</b>	<b>(4)</b>	<b>(9)</b>	<b>(9)</b>	<b>(36)</b>	<b>(31)</b>	<b>(64)</b>	<b>(69)</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 2009 and 30 June 2010

Number

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	09	10	09	10	09	10	09	10	09	10	09	10	09	10
Managers	-	1	-	-	-	-	-	-	-	1	2	2	2	3
Professionals	-	2	-	1	-	-	1	1	-	5	2	5	2	10
Clerical & Administrative	4	3	-	-	-	-	-	-	6	3	1	1	7	4
Technicians & Trade Workers	-	-	-	-	-	-	1	-	-	-	1	-	1	-
Community & Personal Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Machinery Operators & Drivers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sales Workers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Labourers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>4</b>	<b>6</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>2</b>	<b>1</b>	<b>6</b>	<b>9</b>	<b>6</b>	<b>8</b>	<b>12</b>	<b>17</b>
<b>(Per cent of total departures)</b>	<b>(33)</b>	<b>(35)</b>	<b>-</b>	<b>(6)</b>	<b>-</b>	<b>-</b>	<b>(17)</b>	<b>(6)</b>	<b>(50)</b>	<b>(53)</b>	<b>(50)</b>	<b>(47)</b>	<b>(100)</b>	<b>(100)</b>

Figures are based on total staff retirements, redundancies above retirement age & early retirements

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 2009 and 30 June 2010

Number

Occupational Group	NESB1		NESB2		IA		PWD		Women		Men		Total Staff	
	09	10	09	10	09	10	09	10	09	10	09	10	09	10
Managers	1	-	2	3	-	-	-	1	2	-	6	5	8	5
Professionals	12	8	15	6	1	-	1	2	18	25	41	38	59	63
Clerical & Administrative	6	3	4	5	2	-	1	-	16	11	13	2	29	13
Technicians & Trade Workers	2	1	-	-	-	-	-	-	1	-	3	1	4	1
Community & Personal Service	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Machinery Operators & Drivers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sales Workers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Labourers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>21</b>	<b>12</b>	<b>21</b>	<b>14</b>	<b>3</b>	<b>-</b>	<b>2</b>	<b>3</b>	<b>37</b>	<b>36</b>	<b>63</b>	<b>46</b>	<b>100</b>	<b>82</b>
<b>(Per cent of total promotions)</b>	<b>(21)</b>	<b>(15)</b>	<b>(21)</b>	<b>(17)</b>	<b>(3)</b>	<b>-</b>	<b>(2)</b>	<b>(4)</b>	<b>(37)</b>	<b>(44)</b>	<b>(63)</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



