

# 2020 - 21 Compliance Program

Submitted by:

**Ardent Leisure Limited (ABN:22104529106)**



# #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( <i>Select all that apply</i> )
...Yes	Policy
...Retention	No( <i>Select all that apply</i> )
...Performance management processes	No( <i>Select all that apply</i> )
...Promotions	Yes( <i>Select all that apply</i> )
...Yes	Strategy
...Talent identification/identification of high potentials	No( <i>Select all that apply</i> )
...Succession planning	No( <i>Select all that apply</i> )
...Training and development	No( <i>Select all that apply</i> )
...Key performance indicators for managers relating to gender equality	No( <i>Select all that apply</i> )

2: Do you have formal policy and/or formal strategy in place that support gender equality overall?

No(*Select all that apply*)

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

## Governing bodies

*Ardent Leisure Limited*

1: Does this organisation have a governing body?	Yes( <i>Provide further details on the governing body(ies) and its composition</i> )
1.1: What is the name of your governing body?	Board of Directors
1.2: What type of governing body does this organisation have?	Board of directors
1.3: How many members are on the governing body and who holds the predominant Chair position?	
...Chairs	
...Female (F)	0
...Male (M)	1
...Gender X	0
...Members	
...Female (F)	0

...Male (M)	3
...Gender X	0
1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members?	Yes( <i>Select all that apply</i> )
	Strategy
1.5: Has a target been set to increase the representation of women on this governing body?	Yes( <i>Provide further details on your target</i> )
10.6: What is the percentage (%) target?	20.00%
10.7: What year is the target to be reached (select the last day of the target year)?	31-Dec-2022

2: If your organisation would like to provide additional information relating to governing bodies and gender equality in your workplace, 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(*Select all that apply*)

...Yes	Strategy
1.1: Are specific pay equity objectives included in your formal policy and/or formal strategy?	No( <i>Select all that apply</i> )
...No	Salaries set by awards/industrial or workplace agreements Non-award employees paid market rate

2: Did your organisation receive JobKeeper payments?

Yes

2.1: Please indicate which months in the reporting period your organisation received JobKeeper payments:

.. April 2020	Yes
...May 2020	Yes
...June 2020	Yes
...July 2020	Yes
...August 2020	Yes
...September 2020	Yes
...October 2020	Yes
...November 2020	Yes
...December 2020	Yes
...January 2021	Yes
...February 2021	Yes
...March 2021	Yes

3: What was the snapshot date used for your Workplace Profile?

31-Mar-2021

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 equity

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(*Select all that apply*)

...No

Non-award employees paid market rate

2: 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?

No(*Select all that apply*)

2: If your organisation would like to provide additional information relating to employee consultation on gender equality in your workplace, please do so below.

# #Employee work/life balance

## Flexible working

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

Yes(*Select all that apply*)

...Yes	Policy
...A business case for flexibility has been established and endorsed at the leadership level	No( <i>Select all that apply</i> )
...Leaders are visible role models of flexible working	No( <i>Select all that apply</i> )
...Flexible working is promoted throughout the organisation	Yes
...Targets have been set for engagement in flexible work	No( <i>Select all that apply</i> )
...Targets have been set for men's engagement in flexible work	No( <i>Select all that apply</i> )
...Leaders are held accountable for improving workplace flexibility	No( <i>Select all that apply</i> )
...Manager training on flexible working is provided throughout the organisation	No( <i>Select all that apply</i> )
...Employee training is provided throughout the organisation	No( <i>Select all that apply</i> )
...Team-based training is provided throughout the organisation	No( <i>Select all that apply</i> )
...Employees are surveyed on whether they have sufficient flexibility	No( <i>Select all that apply</i> )
...The organisation's approach to flexibility is integrated into client conversations	No( <i>Select all that apply</i> )
...The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)	No( <i>Select all that apply</i> )
...Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel	No( <i>Select all that apply</i> )
...Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body	No( <i>Select all that apply</i> )

2: Do you offer any of the following flexible working options to MANAGERS in your workplace?

...Flexible hours of work

Yes(*Select one option only*)

SAME options for women and men(*Select all*)

...Yes	<i>that apply)</i>
...SAME options for women and men	Informal options are available
...Compressed working weeks	No( <i>You may specify why the above option is not available to your employees.</i> )
...Time-in-lieu	Yes( <i>Select one option only)</i>
...Yes	SAME options for women and men( <i>Select all that apply)</i>
...SAME options for women and men	Formal options are available
...Telecommuting (e.g. working from home)	Yes( <i>Select one option only)</i>
...Yes	SAME options for women and men( <i>Select all that apply)</i>
...SAME options for women and men	Informal options are available
...Part-time work	Yes( <i>Select one option only)</i>
...Yes	SAME options for women and men( <i>Select all that apply)</i>
...SAME options for women and men	Informal options are available
...Job sharing	No( <i>You may specify why the above option is not available to your employees.</i> )
...Carer's leave	Yes( <i>Select one option only)</i>
...Yes	SAME options for women and men( <i>Select all that apply)</i>
...SAME options for women and men	Formal options are available
...Purchased leave	No( <i>You may specify why the above option is not available to your employees.</i> )
...Unpaid leave	Yes( <i>Select one option only)</i>
...Yes	SAME options for women and men( <i>Select all that apply)</i>
...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

4: Were managers in your organisation allowed to make INFORMAL flexible working arrangements with their team members in response to the COVID-19 pandemic?

Yes, ALL managers

5: Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce compared to pre-COVID-19?

Yes, for both women and men

6: 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 regardless of carer's status (i.e. primary/secondary) in addition to any government funded parental leave scheme?

Yes, we offer employer funded parental leave (without using the primary/secondary carer definition)

1.1: Please indicate whether your employer-funded paid parental leave is available to:	All, regardless of gender
1.2: Please indicate whether your employer-funded paid parental leave covers:	Birth Adoption
1.3: How do you pay employer funded paid parental leave?	Paying the gap between the employee's salary and the government's paid parental leave scheme
1.4: Do you pay superannuation contribution to your carers while they are on parental leave?	Yes, on employer funded parental leave
1.5: How many weeks (minimum) of employer funded paid parental leave is provided?	6
1.6: What proportion of your total workforce has access to employer funded paid parental leave, including casuals?	21-30%

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

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

Yes(Select all that apply)

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

...Employer subsidised childcare	No(You may specify why the above support mechanism is not available to your employees.)
...On-site childcare	No(You may specify why the above support mechanism is not available to your employees.)
...Breastfeeding facilities	Yes(Please indicate the availability of this support mechanism.)



...Yes	Available at SOME worksites
...Childcare referral services	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...Internal support networks for parents	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...Return to work bonus (only select if this bonus is not the balance of paid parental leave)	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...Information packs for new parents and/or those with elder care responsibilities	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...Referral services to support employees with family and/or caring responsibilities	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...Targeted communication mechanisms (e.g. intranet/forums)	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...Support in securing school holiday care	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...Coaching for employees on returning to work from parental leave	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...Parenting workshops targeting mothers	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...Parenting workshops targeting fathers	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...Other (provide details)	No

3: If your organisation would like to provide additional information relating to support for carers in your workplace, please do so below.

Supported through workplace flexibilities (adjusted work patterns, reduction of work hours/PT Arrangements etc)

## Sex-based harassment and discrimination

1: Do you have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?

Yes( *Select all that apply*)

...Yes	Policy
1.1: Do you provide a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?	Yes

2: Do you provide training on sex-based harassment and discrimination prevention to the following groups?

...All managers	Yes( <i>Please indicate how often is this training provided (select all that apply):</i> )
...Yes	At induction Every one-to-two years

...All employees	Yes( <i>Please indicate how often is this training provided (select all that apply):</i> )
...Yes	At induction Every one-to-two years

3: If your organisation would like to provide additional information relating to sex-based harassment and 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(*Select all that apply*)

...No	Included in award/industrial or workplace agreement
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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?

...Employee assistance program (including access to psychologist, chaplain or counsellor)	Yes
...Training of key personnel	No( <i>Select all that apply</i> )
...A domestic violence clause is in an enterprise agreement or workplace agreement	No( <i>Select all that apply</i> )
...Workplace safety planning	Yes
...Access to paid domestic violence leave (contained in an enterprise/workplace agreement)	No( <i>Select all that apply</i> )
...Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)	No( <i>Select all that apply</i> )
...Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)	No( <i>Select all that apply</i> )
...Access to unpaid leave	Yes
...Confidentiality of matters disclosed	Yes
...Referral of employees to appropriate domestic violence support services for expert advice	No( <i>Select all that apply</i> )
...Protection from any adverse action or discrimination based on the disclosure of domestic violence	Yes
...Flexible working arrangements	Yes
...Provision of financial support (e.g. advance bonus payment or advanced pay)	No( <i>Select all that apply</i> )
...Offer change of office location	No( <i>Select all that apply</i> )

...No	Other (provide details)
...Other (provide details)	Not practicable due to nature of business being a theme park/venue, however security is on site 24/7
...Emergency accommodation assistance	No( <i>Select all that apply</i> )
...Access to medical services (e.g. doctor or nurse)	Yes
...Other (provide details)	No( <i>Select all that apply</i> )

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

EAP Service currently in progress of review, new service provider offers a range of referrals to other professions where clinically indicated. Provides greater anonymity and confidentiality options to employees in these circumstances.

# Workforce Management Statistics Table

Industry: Sports and Recreation Activities

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	2	2
			Non-managers	3	8	11
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	1	1
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	11	5	16
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	1	0	1
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	11	5	16
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	21	12	33
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	1	1
			Non-managers	5	8	13
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	2	2
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	14	13	27
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	154	88	242

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: Sports and Recreation Activities

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	0	1
			Managers	1	1	2
			Non-managers	8	16	24
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	2	0	2
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	55	33	88
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	1	1
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	81	45	126
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	3	0	3
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	12	0	12
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	2	0	2
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	1	1
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: Sports and Recreation Activities

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	1	0	1
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	1	0	1
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0

\* Total employees includes Gender X

# Workplace Profile Table

Industry: Sports and Recreation Activities

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	9	19	0	0	28
	Casual	1	2	0	0	3
Professionals	Full-time permanent	25	53	1	0	79
	Part-time permanent	25	11	0	0	36
	Part-time contract	0	1	0	0	1
	Casual	15	21	0	0	36
Technicians And Trades Workers	Full-time permanent	10	59	0	1	70
	Part-time permanent	15	27	0	1	43
	Casual	5	4	0	0	9
Community And Personal Service Workers	Full-time permanent	1	8	0	0	9
	Part-time permanent	63	40	0	0	103
	Casual	140	87	0	0	227
Clerical And Administrative Workers	Full-time permanent	18	8	0	0	26
	Full-time contract	2	2	0	0	4
	Part-time permanent	8	0	0	0	8
Sales Workers	Full-time permanent	2	2	0	0	4
	Part-time permanent	38	4	0	0	42
	Casual	28	6	0	0	34
Machinery Operators And Drivers	Full-time permanent	2	3	0	0	5
	Part-time permanent	30	24	0	0	54
	Casual	82	57	0	0	139
Labourers	Full-time permanent	3	7	0	0	10
	Part-time permanent	78	36	0	0	114
	Casual	49	27	0	0	76

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

\*\* Total employees includes Gender X

# Workplace Profile Table

Industry: Sports and Recreation Activities

Manager category	Level to CEO	Employment status	No. of employees		
			F	M	Total*
CEO	0	Full-time permanent	0	1	1
KMP	1	Casual	1	2	3
GM	-1	Full-time permanent	0	8	8
	-2	Full-time permanent	1	1	2
	-3	Full-time permanent	0	1	1
SM	-1	Full-time permanent	1	0	1
	-2	Full-time permanent	2	0	2
	-3	Full-time permanent	2	1	3
OM	-1	Full-time permanent	1	0	1
	-2	Full-time permanent	2	1	3
	-3	Full-time permanent	1	9	10

\* Total employees includes Gender X