

# Diversity and Inclusion Policy and Plan

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Version 2

25 May 2021

## Policy Control Information

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<b>Policy Name</b>	Diversity and Inclusion Policy and Plan
<b>Policy Owner</b>	CEO
<b>Current Version</b>	2
<b>Approval Date</b>	25 May 2021
<b>Next Review Date</b>	25 May 2024

## Revision History

<b>Version</b>	<b>Prepared By</b>	<b>Reviewed By</b>	<b>Approved By</b>
Version 2	Sheila Rebeiro	Sheila Rebeiro	ELC Date: 25 May 2021
Version 1	Sheila Rebeiro	Sheila Rebeiro	ELC Date: 20 August 2019

# DIVERSITY AND INCLUSION POLICY AND PLAN

## Policy Statement

State Super is committed to maintaining an inclusive and collaborative culture which respects and values diversity of thought, experience, and background. We recognise the diversity of our workforce as a strength of our business and believe this contributes to our success. Our diverse workforce reflects the broader community in which we operate.

At State Super, workforce diversity encapsulates all the qualities unique to each individual and is not limited to gender, language, ethnicity, age, religion, disability and sexual orientation. Diversity also includes respecting the carer responsibilities individuals have.

To enable us to fulfil our commitment to an inclusive workplace we will:

- Comply with the NSW Government frameworks, applicable legislation and reporting requirements
- Develop and implement strategies to enhance workplace diversity and regularly review these to reflect the changing needs of our business and workforce
- Embed diversity and inclusion in all aspects of our workplace and culture.

This policy will be reviewed every three years or as required to ensure it remains current and must be read in conjunction with the State Super:

- Code of Conduct and Ethics

## Diversity and Inclusion Plan

### **Legislative Framework**

Section 63 of the Government Sector Employment Act 2013 notes that the Chief Executive is responsible for workforce diversity, and ensuring it is integrated into workforce planning.

State Super is required to report on workforce diversity on a triennial basis in the Annual Report to Parliament and to provide statistics for both the representation and distribution of employees in diversity groups and workforce diversity achievements during the reporting period.

Additionally, there are State and Commonwealth laws that address discrimination and the responsibility of employers in the workplace.

### **Diversity and Inclusion at State Super**

As part of our commitment to diversity and inclusion, State Super has developed key strategies to:

- Comply with the NSW Government frameworks, applicable legislation and reporting requirements
- Embed diversity and inclusion in all aspects of our workplace and culture
- Enhance workplace diversity to reflect the changing needs of our business and workforce.

### Key Strategies

Key Result Area	Key Strategies
1. Data Accuracy and Reporting	<ul style="list-style-type: none"> <li>•Collect, analyse and report on diversity data</li> <li>•Review employment and salary data to ensure equity.</li> </ul>
2. Agency Planning	<ul style="list-style-type: none"> <li>•Incorporate diversity management into the corporate planning process</li> <li>•Ensure the Leadership Team is committed to diversity and inclusion.</li> </ul>
3.Policies and Procedures	<ul style="list-style-type: none"> <li>•Ensure all policies and procedures comply with and support the principles of diversity and inclusion</li> <li>•Support flexible work arrangements and leave provisions as appropriate to the business requirements</li> <li>•Reaffirm State Super’s commitment to diversity and inclusion through the Code of Conduct and Ethics.</li> </ul>
4.Workplace Culture	<ul style="list-style-type: none"> <li>•Encourage staff participation in the People Matter Employee Survey and address opportunities for improvement</li> <li>•Ensure staff uphold the organisation’s values and standards of behaviour</li> <li>•Maintain a culture of diversity awareness and respect and reduce conflict, bullying and discrimination</li> <li>•Ensure all staff are aware of their obligations to comply with the Diversity and Inclusion Policy.</li> </ul>
5.Workforce Diversity	<ul style="list-style-type: none"> <li>•Recruitment advertisements to include mention of State Super being an inclusive employer</li> <li>•Identify and remove barriers to career progression</li> <li>•Incorporate diversity into workforce planning.</li> </ul>