



**Australian Government**



**Workplace  
Gender Equality  
Agency**



# 2022 - 23 Gender Equality Reporting

## Submitted By:

Lagardere/AWPL Pty Ltd 35655935158

Sumo Travel Retail Pty Ltd 75608353475

# #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:** No

Currently under development

**Estimated Completion Date:** 2023-12-01

**Retention:** No

Not aware of the need

**Performance management processes:** No

Not aware of the need

**Promotions:** No.

Not aware of the need

**Talent identification/identification of high potentials:** NoNot aware of the need

**Succession planning:** No

Not aware of the need

**Training and development:** No

Not aware of the need

**Key performance indicators for managers relating to gender equality:**

NoInsufficient resources/expertise

2. Do you have a formal policy and/or formal strategy in place that supports gender equality overall?

NoInsufficient resources/expertise

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

## Governing Bodies

**Organisation:** Lagardere/AWPL Pty Ltd

**1.Name of the governing body:** Executive Committee (EXCO)

**2.Type of the governing body:** Management committee

**Number of governing body chair and member by gender:**

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

2

5

0

**4. Formal section policy and/or strategy:** No**Selected value:** Other**Other value:** Executive member is the chief functional head of the business unit.**6. Target set to increase the representation of women:** No**Selected value:**

Other

**Other value:** Dependent on recruitment for the head of the functional unit.**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?**

No

**Selected value:** Insufficient resources/expertise; Not aware of the need**Organisation:** Sumo Travel Retail Pty Ltd**1. Name of the governing body:** Executive Committee (EXCO)**2. Type of the governing body:** Management committee**Number of governing body chair and member by gender:**

| Chair  | Female (F) | Male (M) | Non-Binary |
|--------|------------|----------|------------|
|        | 0          | 2        | 0          |
| Member | Female (F) | Male (M) | Non-Binary |
|        | 2          | 5        | 0          |

**4. Formal section policy and/or strategy:** No**Selected value:** Other**Other value:** Executive member is the chief functional head of the business unit.**6. Target set to increase the representation of women:** No**Selected value:**

Other

**Other value:** Dependent on recruitment for the head of the functional unit.

**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?**

No

**Selected value:** Insufficient resources/expertise; Not aware of the need

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

# #Action on gender equality

## Gender Pay Gaps

**1. Do you have a formal policy and/or formal strategy on remuneration generally?**

No

Insufficient resources/expertise; 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.**

## 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

Salaries for SOME employees (including managers) are set by awards or industrial agreements and there IS room for discretion in pay changes (for example because pay increases can occur with some discretion such as performance assessments)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?

No Not a priority

2. Do you have a formal policy and/or formal strategy in place on consulting employees about gender equality?

No

Insufficient resources/expertise; Not a priority

3. On what date did your organisation share your last year's public reports with employees and shareholders?

Employees:

No

First time reporter

Shareholder:

No

4. Have you shared previous Executive Summary and Industry Benchmark 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

Date Created: 28-06-2023

**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**

Yes

**Employees are surveyed on whether they have sufficient flexibility**

No

Not aware of the need

**Employee training is provided throughout the organisation**

No

Not aware of the need; Not a priority

**The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)**

No

Currently under development

**Estimated Completion Date: 2023-12-01**

**Flexible working is promoted throughout the organisation**

No

Other

**Other:** For certain positions it is not feasible. For frontline retail we can discuss start/finish times and days of the week etc, but flexibility like work from home is not feasible.

**Targets have been set for engagement in flexible work**

No

Not aware of the need

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

No

Insufficient resources/expertise

Date Created: 28-06-2023

**Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel**

No

Insufficient resources/expertise

**Leaders are held accountable for improving workplace flexibility**

No

Not aware of the need

**Leaders are visible role models of flexible working**

Yes

**Manager training on flexible working is provided throughout the organisation**

No

Not aware of the need; Not a priority

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

No

Not aware of the need

**Team-based training is provided throughout the organisation**

No

Not aware of the need; Not a priority

**Other:** No

**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:** No

Not a priority

**Flexible hours of work:** Yes

SAME options for women and men Formal options are available

**Job sharing:** No

Not aware of the need

**Part-time work:** Yes

SAME options for women and men Formal options are available

**Purchased leave:** No

Not aware of the need



**Remote working/working from home:** Yes

SAME options for women and men Formal options are available

**Time-in-lieu:** Yes

SAME options for women and men

Formal options are available

**Unpaid leave:** Yes

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

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?**

Don't know / Not applicable

7. **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 in addition to any government-funded parental leave scheme?**

No

Insufficient resources/expertise

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?**

No

Other

Date Created: 28-06-2023

**Other:** Captured in Leave Policy in line with the National Employment Standards.

**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

Insufficient resources/expertise

**2.3. Breastfeeding facilities**

No

Other

**Other:** Private spaces made available on request.

**2.4. Childcare referral services**

No

Not aware of the need

**2.5. Coaching for employees on returning to work from parental leave**

No

**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**

No

**2.12. Support in securing school holiday care**

No

#### 2.13. On-site childcare

No

**Other:** Not feasible in airport locations.

#### 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.

## 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

- 1.3 Do you provide a grievance process in your sexual harassment policy and/or strategy?

No

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:**

No

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.

## 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

Date Created: 28-06-2023

**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

Not aware of the need

**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

Other

**Provide Details:** We would assess on case-by-case basis.

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

No

Other

**Provide Details:** If a request was made, we would support it on assessment.

**Flexible working arrangements**

Yes

**Offer change of office location**

Yes

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

No

Other

**Provide Details:** Case-by-case upon request

**Training of key personnel**

No

Insufficient resources/expertise

**Referral of employees to appropriate domestic violence support services for expert advice**

Yes

**Workplace safety planning**

No

Not aware of the need

**Access to paid domestic violence leave (contained in an enterprise/workplace agreement)**

No

Other

**Provide Details:**No enterprise/workplace agreements

**Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)**

No

Other

**Provide Details:** Access to paid domestic violence leave had not updated in our policy for reporting period but the update has since been made to reflect alignment with National Employment Standards.

**Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)**

No

Other

**Provide Details:**No enterprise/workplace agreements

**Access to unpaid leave**

Yes

**Is the leave period unlimited?**

No

Date Created: 28-06-2023

**How many days are provided?**

5

**Other: No**

**Provide Details:**

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