

2020 - 21 Compliance Program

Submitted by:

Treasury Wine Estates Vintners Limited
(ABN:55004094599)



#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 Strategy
...Retention	Yes(<i>Select all that apply</i>)
...Yes	Policy Strategy
...Performance management processes	Yes(<i>Select all that apply</i>)
...Yes	Strategy
...Promotions	Yes(<i>Select all that apply</i>)
...Yes	Strategy
...Talent identification/identification of high potentials	Yes(<i>Select all that apply</i>)
...Yes	Strategy Policy
...Succession planning	Yes(<i>Select all that apply</i>)
...Yes	Strategy
...Training and development	Yes(<i>Select all that apply</i>)
...Yes	Policy Strategy
...Key performance indicators for managers relating to gender equality	Yes(<i>Select all that apply</i>)
...Yes	Policy Strategy

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

Yes(*Select all that apply*)

...Yes	Policy Strategy
--------	--------------------

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

We have a global Inclusion Strategy that outlines our commitments to diversity and inclusion and specifically our targets relating to gender equality. We also have an additional gender equality stream of work.

Governing bodies

Treasury Wine Estates Vintners Limited

1: Does this organisation have a governing body?	Yes, same as local ultimate parent organisation(<i>The local ultimate parent's governing body details must be reported against the local ultimate parent. The information is not required to be entered again for subsidiary organisations even if it is reported in a different submission group.</i>)
1.1: What is the name of your governing body?	
1.2: What type of governing body does this organisation have?	
1.3: How many members are on the governing body and who holds the predominant Chair position?	
...Chairs	
...Female (F)	
...Male (M)	
...Gender X	
...Members	
...Female (F)	
...Male (M)	
...Gender X	
1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members?	
1.5: Has a target been set to increase the representation of women on this governing body?	
10.6: What is the percentage (%) target?	
10.7: What year is the target to be reached (select the last day of the target year)?	
11.1: Confirm how the ultimate parent's governing body/ies are being reported:	It is reported as part of this submission group.

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

Policy
Strategy

1.1: Are specific pay equity objectives included in your formal policy and/or formal strategy?

Yes(*Select all that apply*)

...Yes

To ensure no gender bias occurs at any point in the remuneration review process (for example at commencement, at annual salary reviews, out-of-cycle pay reviews, and performance reviews)
To ensure managers are held accountable for pay equity outcomes
To implement and/or maintain a transparent and rigorous performance assessment process

2: Did your organisation receive JobKeeper payments?

No

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)?

Yes(*Provide further details on the most recent gender remuneration gap analysis that was undertaken.*)

1.1: When was the most recent gender remuneration gap analysis undertaken?

Within the last 12 months

1.2: Did you take any actions as a result of your gender remuneration gap analysis?

Yes(*Select all that apply*)

Created a pay equity strategy or action plan
Identified cause/s of the gaps
Reviewed remuneration decision-making processes
Analysed commencement salaries by gender to ensure there are no pay gaps
Analysed performance pay to ensure there is no

1.2: Did you take any actions as a result of your gender remuneration gap analysis?	gender bias (including unconscious bias) Analysed performance ratings to ensure there is no gender bias (including unconscious bias) Set targets to reduce any organisation-wide gap
.. Yes	Reported pay equity metrics (including gender pay gaps) to the governing body Reported pay equity metrics (including gender pay gaps) to the executive Reported pay equity metrics (including gender pay gaps) to all employees Reported pay equity metrics (including gender pay gaps) externally Trained people-managers in addressing gender bias (including unconscious bias) Corrected like-for-like gaps Conducted a gender-based job evaluation process
1.3: You may provide details below on the type of gender remuneration gap analysis that has been undertaken (for example like-for-like and/or organisation-wide)	<i>Each year we conduct a gender remuneration gap analysis that analyses like for like roles as well as any organisation wide gap</i>

2: If your organisation would like to provide additional information relating to employer action on pay equity in your workplace, please do so below.

We did identify two cases of unexplained gender pay gaps and did make corrections – both cases were outside of Australia

Employee consultation

1: Have you consulted with employees on issues concerning gender equality in your workplace?
Yes(Provide further details on the employee consultation process.)

1.1: How did you consult employees?	Survey Consultative committee or group Focus groups
1.2: Who did you consult?	ALL staff

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	Yes
...Leaders are visible role models of flexible working	Yes
...Flexible working is promoted throughout the organisation	Yes
...Targets have been set for engagement in flexible work	No (<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	More emphasis is being placed on informal flexible work arrangements however, we do have this as an area of focus our I&D strategy
...Targets have been set for men's engagement in flexible work	No (<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	More emphasis is being placed on informal flexible work arrangements however, we do have this as an area of focus our I&D strategy
...Leaders are held accountable for improving workplace flexibility	Yes
...Manager training on flexible working is provided throughout the organisation	Yes
...Employee training is provided throughout the organisation	Yes
...Team-based training is provided throughout the organisation	Yes
...Employees are surveyed on whether they have sufficient flexibility	Yes
...The organisation's approach to flexibility is integrated into client conversations	No (<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	We are aware of how IE&D is an important part of our sustainability agenda with customers and consumer, but our current focus is internal

	rather than customer facing
...The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)	Yes
...Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel	Yes
...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>)
...No	Other (provide details)
...Other (provide details)	Reporting did not occur during Covid-19 when vast population was known to be working remotely/flexibly. Formal reporting will commence in next reporting period

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

...Flexible hours of 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	Formal options are available Informal options are available
...Compressed working weeks	No(<i>You may specify why the above option is not available to your employees.</i>)
...No	Other (provide details)
...Other (provide details)	Compressed work is by exception only
...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 Informal 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	Formal options are available 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	Formal options are available
...Job sharing	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

...Carer's leave	Yes(Select one option only)
...Yes	SAME options for women and men(Select all that apply)
...SAME options for women and men	Formal options are available Informal options are available
...Purchased leave	Yes(Select one option only)
...Yes	SAME options for women and men(Select all that apply)
...SAME options for women and men	Formal options are available
...Unpaid leave	Yes(Select one option only)
...Yes	SAME options for women and men(Select all that apply)
...SAME options for women and men	Formal options are available Informal 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?

No

6: If your organisation would like to provide additional information relating to flexible working and gender equality in your workplace, please do so below.

We launched our updated global Flexible Working Policy in 2020 for the majority of our employees. (Roles covered by Workplace Enterprise Agreements have flexible work conditions specifically stipulated). As it is a global policy it allows for discretionary decision making based on local legislation. The emphasis of the policy is to increase informal flexible work arrangements, the recording of which is less structured compared to formal flexible working arrangements, and therefore accurate reporting on an individual basis is not available. We did not see a change in the request for Formal Flexible Working arrangement during Covid-19 but the vast majority of our people had flexible working automatically extended to them during the year. We can and do measure uptake and support for flexible working through our surveys. Post Covid-19 our focus is how we embed flexible working for both males and females into our approach to returning to the workplace.

#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 (using the primary/secondary carer definition)

1.1: Do you provide employer funded paid parental leave for primary carers in addition to any government funded parental leave scheme?	Yes(<i>Please indicate how employer funded paid parental leave is provided to the primary carers.</i>)
1.1.a: Please indicate whether your employer-funded paid parental leave for primary carers is available to:	All, regardless of gender
1.1.b: Please indicate whether your employer-funded paid parental leave for primary carers covers:	Birth Adoption Surrogacy Stillbirth
1.1.c: How do you pay employer funded paid parental leave to primary carers?	Paying the employee's full salary
1.1.d: Do you pay superannuation contribution to your primary carers while they are on parental leave?	Yes, on employer funded parental leave Yes, on government funded parental leave
1.1.e: How many weeks (minimum) of employer funded paid parental leave for primary carers is provided?	12
1.1.f: What proportion of your total workforce has access to employer funded paid parental leave for primary carers, including casuals?	71-80%
1.2: Do you provide employer funded paid parental leave for secondary carers in addition to any government funded parental leave scheme?	Yes(<i>Please indicate how employer funded paid parental leave is provided to the secondary carers.</i>)
1.2.a: Please indicate whether your employer-funded paid parental leave for secondary carers is available to:	All, regardless of gender
1.2.b: Please indicate whether your employer-funded paid parental leave for secondary carers covers:	Birth Adoption Surrogacy Stillbirth
1.2.c: How do you pay employer funded paid parental leave to secondary carers?	Paying the employee's full salary

1.2.d: Do you pay superannuation contribution to your secondary carers while they are on parental leave?	Yes, on employer funded parental leave Yes, on government funded parental leave
1.2.e: How many weeks (minimum) of employer funded paid parental leave for secondary carers is provided?	6
1.2.f: What proportion of your total workforce has access to employer funded paid parental leave for secondary carers, including casuals?	70-80%

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.

We allow secondary carers to change to primary carer and access primary carers leave if their partner returns to work

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

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 ALL worksites

...Childcare referral services

No (You may specify why the above support mechanism is not available to your employees.)

...Internal support networks for parents

Yes (Please indicate the availability of this support mechanism.)

...Yes

Available at ALL worksites

...Return to work bonus (only select if this bonus is not the balance of paid parental leave)

No (You may specify why the above support mechanism is not available to your employees.)

...Information packs for new parents and/or those with elder care responsibilities

Yes (Please indicate the availability of this support mechanism.)

...Yes

Available at ALL worksites

...Referral services to support employees with family and/or caring responsibilities

Yes (Please indicate the availability of this support mechanism.)

...Yes

Available at ALL worksites

...Targeted communication mechanisms (e.g. intranet/forums)	Yes(Please indicate the availability of this support mechanism.)
...Yes	Available at ALL worksites
...Support in securing school holiday care	No(You may specify why the above support mechanism is not available to your employees.)
...Coaching for employees on returning to work from parental leave	Yes(Please indicate the availability of this support mechanism.)
...Yes	Available at ALL worksites
...Parenting workshops targeting mothers	Yes(Please indicate the availability of this support mechanism.)
...Yes	Available at ALL worksites
...Parenting workshops targeting fathers	Yes(Please indicate the availability of this support mechanism.)
...Yes	Available at ALL worksites
...Other (provide details)	Yes(Please indicate the availability of this support mechanism.)
...Yes	Available at ALL worksites

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

We have developed a return from parental leave pack for employees that includes links to key resources and provides an update on key changes within the business whilst they were on leave. In the last 12 months we have launched Circle In globally to provide support to employees who have family or care giving

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(Please indicate how often is this training provided (select all that apply):)
...Yes	Varies across business units At induction
...All employees	Yes(Please indicate how often is this training provided (select all that apply):)
...Yes	Varies across business units At induction

3: If your organisation would like to provide additional information relating to sex-based harassment and discrimination, please do so below.

For our non-computer employees we run face-to-face training. The frequency of this training is determined by shifts/specific site.

Computer based users have access to online training.

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(*Select all that apply*)

...Yes

Policy

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

Yes

...A domestic violence clause is in an enterprise agreement or workplace agreement

No(*Select all that apply*)

...No

Other (provide details)

...Other (provide details)

In some but not all EA's, there is an intent to include a term as EA's are re-negotiated

...Workplace safety planning

Yes

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

No(*Select all that apply*)

...No

Other (provide details)

...Other (provide details)

In some but not all EA's, there is an intent to include a term as EA's are re-negotiated

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

No(*Select all that apply*)

...No

Other (provide details)

...Other (provide details)

In some but not all EA's, there is an intent to include a term as EA's are re-negotiated.

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

Yes

...Access to unpaid leave

Yes

...Confidentiality of matters disclosed

Yes

...Referral of employees to appropriate domestic violence support services for expert advice	Yes
...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>)
...No	Other (provide details)
...Other (provide details)	It would be considered case by case
...Offer change of office location	Yes
...Emergency accommodation assistance	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	We would use our referral services to assist
...Access to medical services (e.g. doctor or nurse)	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	We would use our referral services to assist
...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.