



Date Created: 31-05-2023



Australian Government



**Workplace
Gender Equality
Agency**





Date Created: 31-05-2023

2022 - 23 Gender Equality Reporting

Submitted By:

Bapcor Limited 80153199912

Burson Automotive Pty. Ltd. 82006613378

Bapcor Retail Pty Ltd 99159177803

Specialist Wholesalers Pty Ltd 64163280279

Bapcor Services Pty Ltd 52610722168

BAPCOR LOGISTICS SERVICES PTY LTD 38643058137

#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

Policy

Retention: No

Currently under development

Estimated Completion Date: 2024-06-30

Performance management processes: Yes

Strategy

Promotions: No.

Currently under development

Estimated Completion Date: 2024-06-30

Talent identification/identification of high potentials: YesStrategy

Succession planning: No

Currently under development

Estimated Completion Date: 2024-06-30

Training and development: No

Currently under development

Estimated Completion Date: 2024-06-30

Key performance indicators for managers relating to gender equality: YesPolicy

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

YesPolicy

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

Date Created: 31-05-2023

In 2023, Bapcor are developing a holistic Inclusion and Diversity strategy that will set out our priorities and plan in relation to all inclusion dimensions, including gender equity.

Governing Bodies

Organisation: Bapcor Limited

1.Name of the governing body: Bapcor Limited Board of Directors

2.Type of the governing body: Board of Directors

3.Specified governing body type:

Number of governing body chair and member by gender:

Chair	Female (F)	Male (M)	Non-Binary
	1	0	0
Member	Female (F)	Male (M)	Non-Binary
	1	5	0

4.Formal section policy and/or strategy: Yes

Selected value: Policy

6. Target set to increase the representation of women: Yes

6.1 Percentage (%) of target: 30

6.2 Year of target to be reached: 2024-12-31

Selected value:

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?

Yes

Selected value: Policy

Organisation: Burson Automotive Pty. Ltd.

1.Name of the governing body: Bapcor Limited Board of Directors

2.Type of the governing body: Board of Directors

3.Specified governing body type:

Number of governing body chair and member by gender:

Chair	Female (F) 1	Male (M) 0	Non-Binary 0
Member	Female (F) 1	Male (M) 5	Non-Binary 0

4.Formal section policy and/or strategy: Yes

Selected value: Policy

6. Target set to increase the representation of women: Yes

6.1 Percentage (%) of target: 30

6.2 Year of target to be reached: 2024-12-31

Selected value:

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?

Yes

Selected value: Policy

Organisation: Specialist Wholesalers Pty Ltd

1.Name of the governing body: Bapcor Limited Board of Directors

2.Type of the governing body: Board of Directors

3.Specified governing body type:

Number of governing body chair and member by gender:

Chair	Female (F) 1	Male (M) 0	Non-Binary 0
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Member	Female (F)	Male (M)	Non-Binary
	1	5	0

4. Formal section policy and/or strategy: Yes

Selected value: Policy

6. Target set to increase the representation of women: Yes

6.1 Percentage (%) of target: 30

6.2 Year of target to be reached: 2024-12-31

Selected value:

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?

Yes

Selected value: Policy

Organisation: Bapcor Retail Pty Ltd

1. Name of the governing body: Bapcor Limited Board of Directors

2. Type of the governing body: Board of Directors

3. Specified governing body type:

Number of governing body chair and member by gender:

Chair	Female (F)	Male (M)	Non-Binary
	1	0	0
Member	Female (F)	Male (M)	Non-Binary
	1	5	0

4. Formal section policy and/or strategy: Yes

Selected value: Policy

6. Target set to increase the representation of women: Yes

6.1 Percentage (%) of target: 30

6.2 Year of target to be reached: 2024-12-31

Selected value:

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?

Yes

Selected value: Policy

Organisation: Bapcor Services Pty Ltd

1.Name of the governing body: Bapcor Limited Board of Directors

2.Type of the governing body: Board of Directors

3.Specified governing body type:

Number of governing body chair and member by gender:

Chair	Female (F)	Male (M)	Non-Binary
	1	0	0
Member	Female (F)	Male (M)	Non-Binary
	1	5	0

4.Formal section policy and/or strategy: Yes

Selected value: Policy

6. Target set to increase the representation of women: Yes

6.1 Percentage (%) of target: 30

6.2 Year of target to be reached: 2024-12-31

Selected value:

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?

Yes

Selected value: Policy

Organisation: BAPCOR LOGISTICS SERVICES PTY LTD

1.Name of the governing body: Bapcor Limited Board of Directors

2.Type of the governing body: Board of Directors

3.Specified governing body type:

Number of governing body chair and member by gender:

Chair	Female (F)	Male (M)	Non-Binary
	1	0	0
Member	Female (F)	Male (M)	Non-Binary
	1	5	0

4.Formal section policy and/or strategy: Yes

Selected value: Policy

6. Target set to increase the representation of women: Yes

6.1 Percentage (%) of target: 30

6.2 Year of target to be reached: 2024-12-31

Selected value:

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?

Yes

Selected value: Policy

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

n/a

#Action on gender equality

Gender Pay Gaps

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

Yes

Policy

- 1.1 Are specific pay equality objectives included in your formal policy and/or formal strategy?

No/Currently under development

Estimated completion date: 2024-06-30

2. What was the snapshot date used for your Workplace Profile?

2023-03-31

4. If your organisation would like to provide additional information relating to gender pay gaps in your workplace, please do so below.

In 2023, Bapcor will commence work to address pay gaps in the workplace, commencing with the analysis of like for like position gaps.

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.

In 2023, work will be undertaken to refine the Bapcor remuneration strategy and framework, including actions to address pay equality.

Employee Consultation

Date Created: 31-05-2023

1. Have you consulted with employees on issues concerning gender equality in your workplace during the reporting period?

Yes

1.1 How did you consult employees?

Consultative committee or group

1.2 Who did you consult?

Employee representative group(s)

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

No

Currently under development

Estimated Completion Date: 2024-06-30

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

Employees:

Shareholder:

4. Have you shared previous Executive Summary and IndustryBenchmark reports with the governing body?

Yes

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

1.1. Please indicate which of the following are included in your flexible working arrangements strategy or policy:

Date Created: 31-05-2023

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

Yes

Employee training is provided throughout the organisation

No

Not aware of the need

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

No

Not a priority

Flexible working is promoted throughout the organisation

Yes

Targets have been set for engagement in flexible work

No

Not a priority

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

No

Not a priority

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

No

Not a priority

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

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

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; Informal options are available

Compressed working weeks: Yes

SAME options for women and men Formal options are available

Flexible hours of work: Yes

SAME options for women and men Formal options are available; Informal 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: Yes

SAME options for women and men Formal options are available

Remote working/working from home: Yes

SAME options for women and men Formal options are available; Informal options are available

Time-in-lieu: Yes

SAME options for women and men

Formal options are available; Informal 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.**

Flexible working is embedded in the workplace across both the manager and non-manager population. This will continue to be refined as part of the broader work on our Inclusion and Diversity strategy development.

#Employee Support

Paid Parental leave

1. **Do you provide employer-funded paid parental leave in addition to any government-funded parental leave scheme?**

Yes, we offer employer funded parental leave to all genders without using the primary/secondary carer definition

1. **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

Policy

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

- 2.1. **Employer subsidised childcare**

No

Not a priority

Date Created: 31-05-2023

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

No

Not a priority

2.3. Breastfeeding facilities

Yes

Available at SOME worksites

2.4. Childcare referral services

No

Not a priority

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

No

Insufficient resources/expertise

2.6. Targeted communication mechanisms (e.g. intranet/forums)

No

Not aware of the need

2.7. Internal support networks for parents

No

Not aware of the need

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

Yes

Available at SOME worksites

2.9. Parenting workshops targeting fathers

No

Not aware of the need

2.10. Parenting workshops targeting mothers

No

Not aware of the need

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

No

Insufficient resources/expertise

2.12. Support in securing school holiday care

No

Not a priority

2.13. On-site childcare

No

Not a priority

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?

Yes

2. Do you provide training on the prevention of sexual harassment, harassment on the ground of sex or discrimination to the following groups?

All Non-Managers

Yes

Voluntary question: All Non-Managers

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

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

Yes

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

Currently under development

Estimated Completion Date: 2024-06-30

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

Yes

Flexible working arrangements

Yes

Offer change of office location

Yes

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

No

Not aware of the need

Training of key personnel

No

Not aware of the need

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

No

Not aware of the need

Workplace safety planning

No

Not aware of the need

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

Yes

Is the leave period unlimited?

Yes

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

Yes

Is the leave period unlimited?

No

Number of days:

10

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

Yes

Is the leave period unlimited?

No

Number of Days:

5

Access to unpaid leave

Yes

Is the leave period unlimited?

Yes

Provide Details: Yes

uncapped

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

New policy was implemented in March 2023, which will be further refined in conjunction with a formal Inclusion and Diversity strategy.