



Date Created: 04-05-2023



**Australian Government**



**Workplace  
Gender Equality  
Agency**



# 2022 - 23 Gender Equality Reporting

## Submitted By:

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# #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; Strategy

**Retention:** Yes

Strategy

**Performance management processes:** Yes

Policy; Strategy

**Promotions:** No.

Currently under development

**Estimated Completion Date:** 2023-12-30

**Talent identification/identification of high potentials:** YesStrategy

**Succession planning:** Yes

Strategy

**Training and development:** Yes

Policy; Strategy

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

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

YesPolicy; Strategy

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

<p><span style="font-size: 10pt;">APA's Inclusion and Diversity Strategy is focussed

on four key pillars: </span></p><p><span style="font-size:

10pt;"> </span></p><p><strong style="font-size: 10pt;">Flexibility</strong><span

style="font-size: 10pt;"> (</span><em style="font-size: 10pt;">We encourage

flexible ways of working and empowering our people to think differently about

where, when and how they complete work to meet their professional and personal

goals and priorities)</em></p><p><strong style="font-size: 10pt;">Gender

Equity</strong><em style="font-size: 10pt;"> (We create a level playing field, giving

all employees the same chance to reach their potential</em><strong style="font-

Date Created: 04-05-2023

**Inclusive Culture** We build an inclusive culture that values all people and addresses biases)

**Inclusive Leadership** We make sure our people feel a sense of belonging, are treated fairly and respectfully, and every voice is heard and valued.)

We have a targeted plan of initiatives to address our gaps across the pillars including our gender targets with total workforce 40%, senior leaders 30% and extended leadership 40% by 2025. In 2022, we invested in program of work (Talent Attraction & Retention Program) which was specifically focussed on female talent. The program included initiatives to support female talent development and leadership pipeline, implementation of a highly competitive Hybrid working approach to address increased flexibility and retention strategies. As part of this, we focussed on on-boarding, stay and exit interviews as some of the key qualitative data points to inform our approach.

In terms of our commitment to gender equity we have enhanced our parental leave benefits effective 1 Jan 2023 and addressed gender pay equity

Parental leave enhancements:

'

Make our leave gender neutral – removed primary and secondary carer labels and leave can be taken flexibly over 24months

'

Enhance super to be paid to all applicants on paid and unpaid leave up to 52 weeks

'

Miscarriage leave increased from 1 -2 weeks paid leave

Gender Pay Equity:

We have corrected all gender pay gaps for like for like roles and have a program of work to future proof remuneration for females moving forward (through our remuneration strategy and processes at key decision points including recruitment and promotion).

## Governing Bodies

**Organisation:** Apt Am Employment Pty Limited

**1.Name of the governing body:** APA Group (ASX:APA) consisting of Australia Infrastructure Trust (ARSN 091 678 778) and APA Investment Trust (ARSN 115 585 441)

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

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

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 3	<b>Male (M)</b> 3	<b>Non-Binary</b> 0

**4. Formal section policy and/or strategy:** Yes

Selected value: Policy

**6. Target set to increase the representation of women:** No

**6.1 Percentage (%) of target:**

**6.2 Year of target to be reached:**

Selected value: Governing body has gender balance (i.e. 40% women / 40%men / 20% any gender)

**Details:**

**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; Strategy

**Organisation:** Diamantina Power Station Pty Limited

**1. Name of the governing body:** APA Group (ASX:APA) consisting of Australia Infrastructure Trust (ARSN 091 678 778) and APA Investment Trust (ARSN 115 585 441)

**2. Type of the governing body:** Board of Directors

**3. Specified governing body type:**

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

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
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Member	Female (F)	Male (M)	Non-Binary
	3	3	0

4. Formal section policy and/or strategy: Yes

Selected value: Policy

6. Target set to increase the representation of women: No

6.1 Percentage (%) of target:

6.2 Year of target to be reached:

Selected value: Governing body has gender balance (i.e. 40% women / 40% men / 20% any gender)

Details:

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; Strategy

Organisation: APA Group Limited

1. Name of the governing body: APA Group (ASX:APA) consisting of Australia Infrastructure Trust (ARSN 091 678 778) and APA Investment Trust (ARSN 115 585 441)

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
	0	1	0
Member	Female (F)	Male (M)	Non-Binary
	3	3	0

4. Formal section policy and/or strategy: Yes

**Selected value:** Policy

**6. Target set to increase the representation of women: No**

**6.1 Percentage (%) of target:**

**6.2 Year of target to be reached:**

**Selected value:** Governing body has gender balance (i.e. 40% women / 40%men / 20% any gender)

**Details:**

**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; Strategy

**Organisation:** Apt Management Services Pty Limited

**1.Name of the governing body:** APA Group (ASX:APA) consisting of Australia Infrastructure Trust (ARSN 091 678 778) and APA Investment Trust (ARSN 115 585 441)

**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
	0	1	0
Member	Female (F)	Male (M)	Non-Binary
	3	3	0

**4.Formal section policy and/or strategy:** Yes

**Selected value:** Policy

**6. Target set to increase the representation of women: No**

**6.1 Percentage (%) of target:**

**6.2 Year of target to be reached:**

**Selected value:** Governing body has gender balance (i.e. 40% women / 40%men / 20% any gender)

**Details:**

**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; Strategy

**Organisation:** Apa Vts Australia (Operations) Pty Limited

**1.Name of the governing body:** APA Group (ASX:APA) consisting of Australia Infrastructure Trust (ARSN 091 678 778) and APA Investment Trust (ARSN 115 585 441)

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

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

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 3	<b>Male (M)</b> 3	<b>Non-Binary</b> 0

**4.Formal section policy and/or strategy:** Yes

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**6. Target set to increase the representation of women:** No

**6.1 Percentage (%) of target:**

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Date Created: 04-05-2023

**Selected value:** Governing body has gender balance (i.e. 40% women / 40%men / 20% any gender)

**Details:**

**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; Strategy

**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?**

Yes

Policy; Strategy

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

Yes

To achieve gender pay equity; 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. 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.**

## Employer action on pay equality

Date Created: 04-05-2023

**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

**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

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 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; Reported pay equity metrics (including gender pay gaps) to the governing body; Reported pay equity metrics (including gender pay gaps) to the executive; Trained people-managers in addressing gender bias (including unconscious bias); Corrected like-for-like gaps; Implemented other changes (provide details):

**Other:** Made out of cycle pay adjustment to address all gender based pay gaps for like for like roles

**1.3 What type of gender remuneration gap analysis has been undertaken?**

**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?**

Yes

**1.1 How did you consult employees?**

Consultative committee or group; Focus groups; Exit interviews; Survey; Performance discussions; Other

**Other:** Female leader retention / stay interviews

**1.2 Who did you consult?**

ALL staff

Date Created: 04-05-2023

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

Yes

Strategy

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 Industry Benchmark 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; Strategy

- 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

Date Created: 04-05-2023

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

Yes

**Employee training is provided throughout the organisation**

Yes

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

Yes

**Flexible working is promoted throughout the organisation**

Yes

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

Yes

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

Yes

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

Yes

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

Yes

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

Yes

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

Yes

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

Yes

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

Yes

**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; Informal options are available

**Flexible hours of work:** Yes

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

**Job sharing:** Yes

SAME options for women and men

Formal options are available; Informal options are available

**Part-time work:** Yes

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

**Purchased leave:** Yes

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

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

SAME options for women and men

**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; Informal 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?**

Yes, women and men

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

<p>Our approach to Hybrid includes team based and leadership training to optimise hybrid teams. This reinforces our approach to manage to outcomes not presenteeism. We have Hybrid team frameworks/ agreements which include protocols guiding the team to ensure an inclusive way of working which supports equal access to flex, inclusive meetings irrespective of location and fosters belonging and wellbeing.</p>

# #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?**

No

Currently under development

**Estimated Completion Date:** 2024-03-29

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

- 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**

Yes

Available at SOME worksites

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

Yes

Available at ALL worksites

**2.7. Internal support networks for parents**

No

Currently under development

**Estimated Completion Date:** 2024-03-29

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

Yes

Available at ALL worksites

**2.9. Parenting workshops targeting fathers**

No

Insufficient resources/expertise

**2.10. Parenting workshops targeting mothers**

No

Insufficient resources/expertise

**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

Insufficient resources/expertise

**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; Strategy

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

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

Not aware of the need

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

No

Other

**Provide Details:** This will be scoped and refreshed as part of APA's D&I strategy  
**Flexible working arrangements**

Yes

**Offer change of office location**

Yes

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

No

Insufficient resources/expertise

**Training of key personnel**

No

Currently under development

Date Created: 04-05-2023

**Estimated Completion Date:** 2024-03-30

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

Yes

**Workplace safety planning**

No

Other

**Provide Details:** This will be scoped and refreshed as part of APA's D&I strategy  
**Access to paid domestic violence leave (contained in an enterprise/workplace agreement)**

Yes

**Is the leave period unlimited?**

No

**Number of Days:**

10

**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?**

Yes

**Access to unpaid leave**

Yes

**Is the leave period unlimited?**

No

Date Created: 04-05-2023

**Number of days:**

2

**Provide Details:** No

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