

Public report

2019-20

Submitted by

Legal Name:
Mirvac Projects Pty Ltd



Organisation and contact details

Submitting organisation details	Legal name	Mirvac Projects Pty Ltd
	ABN	72001069245
	ANZSIC	E Construction 3299 Other Construction Services n.e.c.
	Business/trading name/s	Mirvac Group
	ASX code (if applicable)	MGR
	Postal address	Level 28, 200 George Street Sydney NSW 2000 AUSTRALIA
	Organisation phone number	0290808069
Reporting structure	Ultimate parent	Mirvac Limited
	Number of employees covered by this report	1,540

All organisations covered by this report

Legal name	Business/trading name/s
Mirvac Projects Pty Ltd	Mirvac Group
Mirvac Limited	Mirvac Group
Mirvac Real Estate Pty Ltd	
Mirvac Constructions Pty Ltd	
Mirvac Design Pty Limited	
Mirvac (WA) Pty Limited	
Mirvac Constructions (WA) Pty Limited	
Mirvac Constructions (Vic) Pty Ltd	
Mirvac Constructions (Qld) Pty Ltd	
Mirvac Homes (NSW) Pty Ltd	

Workplace profile

Manager

Manager occupational categories	Reporting level to CEO	Employment status	No. of employees		
			F	M	Total employees
CEO/Head of Business in Australia	0	Full-time permanent	1	0	1
		Full-time contract	0	0	0
		Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
Key management personnel	-1	Full-time permanent	1	6	7
		Full-time contract	0	0	0
		Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
Other executives/General managers	-2	Full-time permanent	18	26	44
		Full-time contract	0	0	0
		Part-time permanent	2	0	2
		Part-time contract	0	0	0
		Casual	0	0	0
Senior Managers	-2	Full-time permanent	0	0	0
		Full-time contract	0	0	0
		Part-time permanent	2	0	2
		Part-time contract	0	0	0
		Casual	0	0	0
	-3	Full-time permanent	17	35	52
		Full-time contract	0	2	2
		Part-time permanent	3	1	4
		Part-time contract	0	0	0
		Casual	0	0	0
	-4	Full-time permanent	1	0	1
		Full-time contract	0	0	0
		Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0

Manager occupational categories	Reporting level to CEO	Employment status	No. of employees		
			F	M	Total employees
Other managers	-3	Full-time permanent	5	20	25
		Full-time contract	1	0	1
		Part-time permanent	5	0	5
		Part-time contract	0	0	0
		Casual	0	0	0
	-4	Full-time permanent	48	79	127
		Full-time contract	2	0	2
		Part-time permanent	2	0	2
		Part-time contract	0	0	0
		Casual	0	0	0
	-5	Full-time permanent	28	42	70
		Full-time contract	1	1	2
		Part-time permanent	2	1	3
		Part-time contract	0	0	0
		Casual	0	0	0
	-6	Full-time permanent	4	19	23
		Full-time contract	0	0	0
		Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
-7	Full-time permanent	0	3	3	
	Full-time contract	0	0	0	
	Part-time permanent	0	0	0	
	Part-time contract	0	0	0	
	Casual	0	0	0	
Grand total: all managers			143	235	378

Workplace profile

Non-manager

Non-manager occupational categories	Employment status	No. of employees (excluding graduates and apprentices)		No. of graduates (if applicable)		No. of apprentices (if applicable)		Total employees
		F	M	F	M	F	M	
Professionals	Full-time permanent	218	281	2	5	0	0	506
	Full-time contract	28	29	1	0	0	0	58
	Part-time permanent	42	2	0	0	0	0	44
	Part-time contract	6	4	0	0	0	0	10
	Casual	11	8	0	0	0	0	19
Technicians and trade	Full-time permanent	17	71	5	9	0	0	102
	Full-time contract	0	0	0	0	0	0	0
	Part-time permanent	2	1	0	0	0	0	3
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Community and personal service	Full-time permanent	3	6	0	0	0	0	9
	Full-time contract	0	1	0	0	0	0	1
	Part-time permanent	4	0	0	0	0	0	4
	Part-time contract	0	0	0	0	0	0	0
	Casual	27	15	0	0	0	0	42
Clerical and administrative	Full-time permanent	69	19	1	0	0	0	89
	Full-time contract	4	0	0	0	0	0	4
	Part-time permanent	16	0	0	0	0	0	16
	Part-time contract	0	1	0	0	0	0	1
	Casual	6	1	0	0	0	0	7
Sales	Full-time permanent	30	12	0	0	0	0	42
	Full-time contract	1	1	0	0	0	0	2
	Part-time permanent	3	0	0	0	0	0	3
	Part-time contract	1	0	0	0	0	0	1
	Casual	12	2	0	0	0	0	14
Machinery operators and drivers	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0

Non-manager occupational categories	Employment status	No. of employees (excluding graduates and apprentices)		No. of graduates (if applicable)		No. of apprentices (if applicable)		Total employees
		F	M	F	M	F	M	
Labourers	Full-time permanent	5	177	0	0	0	0	182
	Full-time contract	0	2	0	0	0	0	2
	Part-time permanent	1	0	0	0	0	0	1
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Others	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Grand total: all non-managers		506	633	9	14	0	0	1,162

Reporting questionnaire

Gender equality indicator 1: Gender composition of workforce

This indicator seeks information about the gender composition of relevant employers in a standardised format, to enable the aggregation of data across and within industries. The aggregated data in your workplace profile assists relevant employers in understanding the characteristics of their workforce, including in relation to occupational segregation, the position of women and men in management within their industry or sector, and patterns of potentially insecure employment.

NB. IMPORTANT:

- References to the Act mean the Workplace Gender Equality Act 2012.
- A formal 'policy' and/or 'formal strategy' in this questionnaire refers to formal policies and/or strategies that are either standalone or contained within another formal policy/formal strategy.
- Data provided in this reporting questionnaire covers the TOTAL reporting period from 1 April 2019 to 31 March 2020. (This differs from the workplace profile data which is taken at a point-in-time during the reporting period).
- Answers need to reflect ALL organisations covered in this report.
- If you select "NO, Insufficient resources/expertise" to any option, this may cover human or financial resources.

1. Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

1.1 Recruitment

- Yes (select all applicable answers)
- Policy
 - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
- Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Not a priority

1.2 Retention

- Yes (select all applicable answers)
- Policy
 - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
- Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Not a priority

1.3 Performance management processes

- Yes (select all applicable answers)
- Policy
 - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
- Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Not a priority

1.4 Promotions

- Yes (select all applicable answers)
 Policy
 Strategy
- No (you may specify why no formal policy or formal strategy is in place)
 Currently under development, please enter date this is due to be completed
 Insufficient resources/expertise
 Not a priority

1.5 Talent identification/identification of high potentials

- Yes (select all applicable answers)
 Policy
 Strategy
- No (you may specify why no formal policy or formal strategy is in place)
 Currently under development, please enter date this is due to be completed
 Insufficient resources/expertise
 Not a priority

1.6 Succession planning

- Yes (select all applicable answers)
 Policy
 Strategy
- No (you may specify why no formal policy or formal strategy is in place)
 Currently under development, please enter date this is due to be completed
 Insufficient resources/expertise
 Not a priority

1.7 Training and development

- Yes (select all applicable answers)
 Policy
 Strategy
- No (you may specify why no formal policy or formal strategy is in place)
 Currently under development, please enter date this is due to be completed
 Insufficient resources/expertise
 Not a priority

1.8 Key performance indicators for managers relating to gender equality

- Yes (select all applicable answers)
 Policy
 Strategy
- No (you may specify why no formal policy or formal strategy is in place)
 Currently under development, please enter date this is due to be completed
 Insufficient resources/expertise
 Not a priority

1.9 Gender equality overall

- Yes (select all applicable answers)
 Policy
 Strategy
- No (you may specify why no formal policy or formal strategy is in place)
 Currently under development, please enter date this is due to be completed
 Insufficient resources/expertise
 Not a priority

1.10 How many employees were promoted during the reporting period against each category below?

IMPORTANT: Because promotions are included in the number of appointments in Q1.11, the number of promotions should never exceed appointments.

	Managers		Non-managers	
	Female	Male	Female	Male
Permanent/ongoing full-time employees	11	17	33	63
Permanent/ongoing part-time employees	1	0	8	0
Fixed-term contract full-time employees	0	0	1	1
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	0	0

1.11 How many appointments in total were made to manager and non-manager roles (based on WGEA-defined managers/non-managers) during the reporting period (add the number of external appointments and internal promotions together)?

	Female	Male
Number of appointments made to MANAGER roles (including promotions)	33	36
Number of appointments made to NON-MANAGER roles (including promotions)	228	225

1.12 How many employees resigned during the reporting period against each category below?

	Managers		Non-managers	
	Female	Male	Female	Male
Permanent/ongoing full-time employees	7	13	63	93
Permanent/ongoing part-time employees	0	0	13	2
Fixed-term contract full-time employees	3	0	7	5
Fixed-term contract part-time employees	0	0	0	1
Casual employees	0	0	10	5

1.13 If your organisation would like to provide additional information relating to gender equality indicator 1, please do so below.

N/A

Gender equality indicator 2: Gender composition of governing bodies

Gender composition of governing bodies is an indicator of gender equality at the highest level of organisational leadership and decision-making. This gender equality indicator seeks information on the representation of women and men on governing bodies. The term "governing body" in relation to a relevant employer is broad and depends on the nature of your organisation. It can mean the board of directors, trustees, committee of management, council or other governing authority of the employer.

2. The organisation(s) you are reporting on will have a governing body. In the Act, governing body is defined as "the board of directors, trustees, committee of management, council or other governing authority of the employer". This question relates to the highest governing body for your Australian entity, even if it is located overseas.

2.1 Please answer the following questions relating to each governing body covered in this report.

Note: If this report covers more than one organisation, the questions below will be repeated for each organisation before proceeding to question 2.2.

If your organisation's governing body is the same as your parent entity's, you will need to add your organisation's name BUT the numerical details of your parent entity's governing body.

2.1a.1 Organisation name?

Mirvac Projects Pty Ltd

2.1b.1 What gender is the Chair on this governing body (if the role of the Chair rotates, enter the gender of the Chair at your last meeting)?

	Female	Male
Number	0	1

2.1c.1 How many other members are on this governing body (excluding the Chair/s)?

	Female	Male
Number	4	3

2.1d.1 Has a target been set to increase the representation of women on this governing body?

- Yes
- No (you may specify why a target has not been set)
 - Governing body/board has gender balance (e.g. 40% women/40% men/20% either)
 - Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Do not have control over governing body/board appointments (provide details why):
 - Not a priority
 - Other (provide details):

2.1g.1 Are you reporting on any other organisations in this report?

- Yes
- No

2.2 Do you have a formal selection policy and/or formal selection strategy for governing body members for ALL organisations covered in this report?

- Yes (select all applicable answers)
 - Policy
 - Strategy
- No (you may specify why no formal selection policy or formal selection strategy is in place)
 - In place for some governing bodies
 - Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Do not have control over governing body appointments (provide details why)
 - Not a priority
 - Other (provide details):

2.3 Does your organisation operate as a partnership structure (i.e. select NO if your organisation is an "incorporated" entity - Pty Ltd, Ltd or Inc; or an "unincorporated" entity)?

- Yes
- No

2.5 If your organisation would like to provide additional information relating to gender equality indicator 2, please do so below.

N/A

Gender equality indicator 3: Equal remuneration between women and men

Equal remuneration between women and men is a key component of improving women's economic security and progressing gender equality.

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

- Yes (select all applicable answers)
- Policy
 - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
- Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Salaries set by awards/industrial or workplace agreements
 - Non-award employees paid market rate
 - Not a priority
 - Other (provide details):

3.1 Are specific gender pay equity objectives included in your formal policy and/or formal strategy?

- Yes (provide details in question 3.2 below)
- No (you may specify why pay equity objectives are not included in your formal policy or formal strategy)
- Currently under development, please enter date this is due to be completed
 - Salaries set by awards/industrial or workplace agreements
 - Insufficient resources/expertise
 - Non-award employees paid market rate
 - Not a priority
 - Other (provide details):

3.2 Does your formal policy and/or formal strategy include any of the following gender pay equity objectives (select all applicable answers)?

- 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 pay reviews)
- To be transparent about pay scales and/or salary bands
- To ensure managers are held accountable for pay equity outcomes
- To implement and/or maintain a transparent and rigorous performance assessment process
- Other (provide details):

4. Have you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. conducted a gender pay gap analysis)?

- Yes - the most recent gender remuneration gap analysis was undertaken:
- Within last 12 months
 - Within last 1-2 years
 - More than 2 years ago but less than 4 years ago
 - Other (provide details):
- No (you may specify why you have not analysed your payroll for gender remuneration gaps)
- Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Salaries for ALL employees (including managers) are set by awards or industrial agreements AND there is no room for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or qualifications)

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

Non-award employees paid market rate

Not a priority

Other (provide details):

4.01 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).

Our gender pay analysis includes organisation-wide gap, by level gap and like-for-like gap. We analyse the data by the key points where remuneration changes may be made, which is new hires, out of cycle payments and promotions.

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

Yes – indicate what actions were taken (select all applicable answers)

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 ratings to ensure there is no gender bias (including unconscious bias)

Analysed performance pay to ensure there is no gender bias (including unconscious bias)

Trained people-managers in addressing gender bias (including unconscious bias)

Set targets to reduce any organisation-wide gaps

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

Corrected like-for-like gaps

Conducted a gender-based job evaluation process

Implemented other changes (provide details):

No (you may specify why no actions were taken resulting from your remuneration gap analysis)

No unexplainable or unjustifiable gaps identified

Currently under development, please enter date this is due to be completed

Insufficient resources/expertise

Salaries set by awards/industrial or workplace agreements

Non-award employees are paid market rate

Unable to address cause/s of gaps (provide details why):

Not a priority

Other (provide details):

4.2 If your organisation would like to provide additional information relating to gender equality indicator 3, please do so below:

N/A

Gender equality indicator 4: Flexible working and support for employees with family and caring responsibilities

This indicator will enable the collection and use of information from relevant employers about the availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements supporting employees with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men to combine paid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental to gender equality and to maximising Australia's skilled workforce.

5. A "PRIMARY CARER" is the member of a couple or a single carer, REGARDLESS OF GENDER, identified as having greater responsibility for the day-to-day care of a child.

Do you provide EMPLOYER FUNDED paid parental leave for PRIMARY CARERS that is available for women AND men, in addition to any government funded parental leave scheme for primary carers?

- Yes. (Please indicate how employer funded paid parental leave is provided to the primary carer):
- By paying the gap between the employee's salary and the government's paid parental leave scheme
 - By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks
 - As a lump sum payment (paid pre- or post- parental leave, or a combination)
- No, we offer paid parental leave for primary carers that is available to women ONLY (e.g. maternity leave). (Please indicate how employer funded paid parental leave is provided to women ONLY):
- By paying the gap between the employee's salary and the government's paid parental leave scheme
 - By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks
 - As a lump sum payment (paid pre- or post- parental leave, or a combination)
- No, we offer paid parental leave for primary carers that is available to men ONLY. (Please indicate how employer funded paid parental leave is provided to men ONLY):
- By paying the gap between the employee's salary and the government's paid parental leave scheme
 - By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks
 - As a lump sum payment (paid pre- or post- parental leave, or a combination)
- No, not available (you may specify why this leave is not provided)
- Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Government scheme is sufficient
 - Not a priority
 - Other (provide details):

5.1 How many weeks of EMPLOYER FUNDED paid parental leave for primary carers is provided? If different amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of weeks provided to eligible employees:

20

5a. If your organisation would like to provide additional information on your paid parental leave for primary carers e.g. eligibility period, where applicable the maximum number of weeks provided, and other arrangements you may have in place, please do so below.

In December 2017, we launched a new Shared Care Parental Policy to support our employees who choose to have a family. The aim of the policy is to provide support to both our female and male employees wishing to take parental leave as well as supporting their transition back to work. Policy inclusions in addition to 20 weeks' paid parental leave for the primary carer include: 4 weeks' paid partner leave, superannuation paid on periods of paid or unpaid leave up to 12 months, flexibility in how paid leave is taken i.e. it doesn't necessarily have to be taken in one block time, leave can be taken up to 18 months after the birth or adoption of the child, the eligibility period for employees being able to access paid parental leave when they join Mirvac has been reduced to 6 months. We offer Special Paid Leave of 6 weeks' in cases of pregnancy related illness or if the pregnancy ends other than by the birth of a living child, long service leave can be taken on a pro-rata basis on an employee's 10 year work anniversary regardless whether they have taken unpaid parental leave.

5.2 What proportion of your total workforce has access to employer funded paid parental leave for PRIMARY CARERS?

- In your calculation, you MUST INCLUDE CASUALS when working out the proportion.

- <10%
- 10-20%
- 21-30%
- 31-40%
- 41-50%
- 51-60%
- 61-70%
- 71-80%
- 81-90%
- 91-99%
- 100%

5.3 Please indicate whether your employer funded paid parental leave for primary carers covers:

- Adoption
- Surrogacy
- Stillbirth

6. A "SECONDARY CARER" is a member of a couple or a single carer, REGARDLESS OF GENDER, who is not the primary carer.

Do you provide EMPLOYER FUNDED paid parental leave for SECONDARY CARERS that is available for men and women, in addition to any government funded parental leave scheme for secondary carers?

- Yes
- No, we offer paid parental leave for SECONDARY CARERS that is available to men ONLY (e.g. paternity leave)
- No, we offer paid parental leave for SECONDARY CARERS that is available to women ONLY
- No (you may specify why employer funded paid parental leave for secondary carers is not paid)
 - Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Government scheme is sufficient
 - Not a priority
 - Other (provide details):

6.1 How many days of EMPLOYER FUNDED parental leave is provided for SECONDARY CARERS? If different amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of days provided to eligible employees:

20

6a. If your organisation would like to provide additional information on your paid parental leave for SECONDARY CARERS e.g. eligibility period, other arrangements you may have in place etc, please do so below.

In December 2017, we launched a new Shared Care Parental Leave Policy to support our employees who choose to have a family. The aim of the policy is to provide support to both our female and male employees wishing to take parental leave as well as supporting their transition back to work. Policy inclusions in addition to 20 weeks' paid parental leave for the primary carer include: 4 weeks' paid partner leave, superannuation paid on periods of paid and unpaid leave up to 12 months, flexibility in how paid leave is taken i.e. it doesn't necessarily have to be taken in one block of time, leave can be taken up to 18 months after birth or adoption of the child. The eligibility period for employees being able to access paid parental leave when they join Mirvac has been reduced to 6 months. We offer Special Paid Leave up to 6 weeks' in cases of pregnancy-related illness, if the pregnancy ends other than by the birth of a living child and if the child dies within 52 weeks of birth. Further to this, long service leave can be taken on a pro-rata basis on an employee's 10 year work anniversary regardless of whether they have taken unpaid parental leave.

6.2 What proportion of your total workforce has access to employer funded paid parental leave for SECONDARY CARERS?

- **In your calculation, you MUST INCLUDE CASUALS when working out the proportion.**

- <10%
- 10-20%
- 21-30%
- 31-40%
- 41-50%
- 51-60%
- 61-70%
- 71-80%
- 81-90%
- 91-99%
- 100%

6.3 Please indicate whether your employer funded paid parental leave for secondary carers covers:

- Adoption
- Surrogacy

Stillbirth

7. How many MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include employees still on parental leave, regardless of when it commenced.

	Primary carer's leave		Secondary carer's leave	
	Female	Male	Female	Male
Managers	16	8	0	11

7.1 How many NON-MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include employees still on parental leave, regardless of when it commenced.

	Primary carer's leave		Secondary carer's leave	
	Female	Male	Female	Male
Non-managers	46	6	0	19

8. How many MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?

- Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
- 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

	Female	Male
Managers	0	0

8.1 How many NON-MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?

- Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
- 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

	Female	Male
Non-managers	0	0

9. Do you have a formal policy and/or formal strategy on flexible working arrangements?

Yes (select all applicable answers)

- Policy
- Strategy

No (you may specify why no formal policy or formal strategy is in place)

- Currently under development, please enter date this is due to be completed
- Insufficient resources/expertise
- Don't offer flexible arrangements
- Not a priority
- Other (provide details):

9.1 You may indicate which of the following are included in your flexible working arrangements strategy:

- A business case for flexibility has been established and endorsed at the leadership level
- Leaders are visible role models of flexible working
- Flexible working is promoted throughout the organisation
- Targets have been set for engagement in flexible work
- Targets have been set for men's engagement in flexible work

- Leaders are held accountable for improving workplace flexibility
- Manager training on flexible working is provided throughout the organisation
- Employee training is provided throughout the organisation
- Team-based training is provided throughout the organisation
- Employees are surveyed on whether they have sufficient flexibility
- The organisation's approach to flexibility is integrated into client conversations
- The impact of flexibility is evaluated (eg reduced absenteeism, increased employee engagement)
- Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel
- Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body

10. Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?

- Yes (select all applicable answers)
 - Policy
 - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
 - Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Included in award/industrial or workplace agreement
 - Not a priority
 - Other (provide details):

11. Do you offer any other support mechanisms, other than leave, for employees with family or caring responsibilities (eg, employer-subsidised childcare, breastfeeding facilities)?

- Yes
- No (you may specify why non-leave based measures are not in place)
 - Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Not a priority
 - Other (provide details):

11.1 Please select what support mechanisms are in place and if they are available at all worksites.
• **Where only one worksite exists, for example a head-office, select "Available at all worksites".**

- Employer subsidised childcare
 - Available at some worksites only
 - Available at all worksites
- On-site childcare
 - Available at some worksites only
 - Available at all worksites
- Breastfeeding facilities
 - Available at some worksites only
 - Available at all worksites
- Childcare referral services
 - Available at some worksites only
 - Available at all worksites
- Internal support networks for parents
 - Available at some worksites only
 - Available at all worksites
- Return to work bonus (only select this option if the return to work bonus is NOT the balance of paid parental leave when an employee returns from leave)
 - Available at some worksites only
 - Available at all worksites
- Information packs to support new parents and/or those with elder care responsibilities
 - Available at some worksites only
 - Available at all worksites
- Referral services to support employees with family and/or caring responsibilities
 - Available at some worksites only
 - Available at all worksites
- Targeted communication mechanisms, for example intranet/ forums
 - Available at some worksites only
 - Available at all worksites

- Support in securing school holiday care
 - Available at some worksites only
 - Available at all worksites
- Coaching for employees on returning to work from parental leave
 - Available at some worksites only
 - Available at all worksites
- Parenting workshops targeting mothers
 - Available at some worksites only
 - Available at all worksites
- Parenting workshops targeting fathers
 - Available at some worksites only
 - Available at all worksites
- None of the above, please complete question 11.2 below

12. Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?

- Yes (select all applicable answers)
 - Policy
 - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
 - Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Included in award/industrial or workplace agreements
 - Not aware of the need
 - Not a priority
 - Other (please provide details):

13. Other than a formal policy and/or formal strategy, do you have any support mechanisms in place to support employees who are experiencing family or domestic violence?

- Yes (select all applicable answers)
 - Employee assistance program (including access to a psychologist, chaplain or counsellor)
 - Training of key personnel
 - A domestic violence clause is in an enterprise agreement or workplace agreement
 - Workplace safety planning
 - Access to paid domestic violence leave (contained in an enterprise/workplace agreement)
 - Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)
 - Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)
 - Access to unpaid leave
 - Confidentiality of matters disclosed
 - Referral of employees to appropriate domestic violence support services for expert advice
 - Protection from any adverse action or discrimination based on the disclosure of domestic violence
 - Flexible working arrangements
 - Provision of financial support (e.g. advance bonus payment or advanced pay)
 - Offer change of office location
 - Emergency accommodation assistance
 - Access to medical services (e.g. doctor or nurse)
 - Other (provide details):
Although not outlined in our Leave Policy, we will offer a change of office location if requested. Employees can be reimbursed up to \$5000 per occasion relating to medical, relocation/accommodation expenses. We also provide a new mobile phone and new email address if required.
- No (you may specify why no other support mechanisms are in place)
 - Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Not aware of the need
 - Not a priority
 - Other (provide details):

14. Where any of the following options are available in your workplace, are those option/s available to both women AND men?

- flexible hours of work
- compressed working weeks

- **time-in-lieu**
- **telecommuting**
- **part-time work**
- **job sharing**
- **carer's leave**
- **purchased leave**
- **unpaid leave.**

Options may be offered both formally and/or informally.

For example, if time-in-lieu is available to women formally but to men informally, you would select **NO**.

- Yes, the option/s in place are available to both women and men.
- No, some/all options are not available to both women AND men.

14.1 Which options from the list below are available? Please tick the related checkboxes.

- **Unticked checkboxes mean this option is NOT available to your employees.**

	Managers		Non-managers	
	Formal	Informal	Formal	Informal
Flexible hours of work	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Compressed working weeks	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Time-in-lieu	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Telecommuting	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Part-time work	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Job sharing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Carer's leave	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Purchased leave	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Unpaid leave	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

14.3 You may specify why any of the above options are NOT available to your employees.

- Currently under development, please enter date this is due to be completed
- Insufficient resources/expertise
- Not a priority
- Other (provide details):

14.4 If your organisation would like to provide additional information relating to gender equality indicator 4, please do so below:

In June 2016, we launched a Domestic and Family Violence Policy (which falls under our Leave Policy) which provides employees experiencing domestic or family violence with financial support and access to leave. The Leave Policy was further revised in December 2019 with the following inclusions:

All permanent employees can request

- Uncapped paid leave per occasion for an employee personally experiencing the effects of domestic and family violence
- Up to \$5000 financial support per occasion at the relevant manager's discretion by way of reimbursement for personal expenses incurred by the employee in relation to medical, relocation/accommodation expenses and childcare.

All employees can request

- Uncapped unpaid leave per occasion
- Temporary provision of a new phone and new email address if necessary
- Employee Assistance Program: Specialised domestic and family violence counselling and/or other referral pathways
- Support for flexible work arrangements.

In March 2018, Mirvac became a White Ribbon accredited workplace. The White Ribbon Accreditation program recognises workplaces that are taking active steps to stop violence against women. White Ribbon workplaces engender a whole of organisation commitment to stop violence against women, meeting 15 criteria under 3 standards to create a safer and more respectful workplace. Although the White Ribbon organisation

liquidated in October 2019, Mirvac has continued the strong message that violence in any form will not be tolerated through both face to face and online training. Further to this, as part of our International Women's Day program of events, we have worked with charity Every Little Bit Helps (2018) to distribute care packages and Friends With Dignity (2019) to a Back to School Drive to support children who have been impacted by domestic and family violence .

Our commitment to ending Domestic and Family Violence resulted in special partnerships formed with DVConnect and Queensland Developer Halcyon. Together, we created Bella's Sanctuary on the Gold Coast which is Australia's first purpose-built bridging accommodation facility that gives those affected by domestic and family violence a place to feel safe and supported while they rebuild their lives. The project marks the first time in Australia that a corporate and not-for-profit organisation have teamed up to address the alarming rate of domestic violence through housing.

Another way Mirvac has contributed towards helping eliminate domestic and family violence is through joining forces with YWCA NSW to open a unique café concept at Sydney Headquarters. Known as The Song Kitchen Catering, this profit for purpose café is one of the first ventures of its kind in Australia where 100% of the profits from The Song Kitchen café go directly towards funding YWCA NSW service for women and children experience domestic violence.

Gender equality indicator 5: Consultation with employees on issues concerning gender equality in the workplace

This gender equality indicator seeks information on what consultation occurs between employers and employees on issues concerning gender equality in the workplace.

15. Have you consulted with employees on issues concerning gender equality in your workplace?

- Yes
 No (you may specify why you have not consulted with employees on gender equality)
 Not needed (provide details why):
 Insufficient resources/expertise
 Not a priority
 Other (provide details):

15.1 How did you consult with employees on issues concerning gender equality in your workplace?

- Survey
 Consultative committee or group
 Focus groups
 Exit interviews
 Performance discussions
 Other (provide details):

15.2 Who did you consult?

- All staff
 Women only
 Men only
 Human resources managers
 Management
 Employee representative group(s)
 Diversity committee or equivalent
 Women and men who have resigned while on parental leave
 Other (provide details):

15.3 If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.

Gender equality indicator 6: Sex-based harassment and discrimination

The prevention of sex-based harassment and discrimination (SBH) has been identified as important in improving workplace participation. Set by the Minister, this gender equality indicator seeks information on the existence of a SBH policy and/or strategy and whether training of managers on SBH is in place.

16. Do you have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?

- Yes (select all applicable answers)
- Policy
 - Strategy
- No (you may specify why no formal policy or formal strategy is in place)
- Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Included in award/industrial or workplace agreement
 - Not a priority
 - Other (provide details):

16.1 Do you include a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?

- Yes
- No (you may specify why a grievance process is not included)
- Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Not a priority
 - Other (provide details):

17. Do you provide training for all managers on sex-based harassment and discrimination prevention?

- Yes - please indicate how often this training is provided:
- At induction
 - At least annually
 - Every one-to-two years
 - Every three years or more
 - Varies across business units
 - Other (provide details):
- No (you may specify why this training is not provided)
- Currently under development, please enter date this is due to be completed
 - Insufficient resources/expertise
 - Not a priority
 - Other (provide details):

17.1 If your organisation would like to provide additional information relating to gender equality indicator 6, please do so below:

Other

18. If your organisation has introduced any outstanding initiatives that have resulted in improved gender equality in your workplace, please tell us about them.

(As with all questions in this questionnaire, information you provide here will appear in your public report.)

Mirvac's commitment to inclusion and diversity extends beyond the programs and initiatives in place. We strive to build a culture in which both visible and tacit differences are recognised and valued. We've worked hard to improve gender equality and acknowledge that there is still work to be done. Our priority has been to reduce bias and provide equal opportunity for females to contribute and progress their careers at Mirvac and drive participation in industry advocacy to improve gender representation within the broader property sector. Mirvac's Chair, John Mulcahy, continues to actively participate in the Property Male Champions of Change effectively across the property industry. Mirvac will continue to support the work of the PMCC to drive continued gender equality within the property industry.

Initiatives that have helped us change the culture, behaviours and discussions around gender quality include:

The Focus on Targets and Metrics

- Diversity targets for female representation at various levels in the business – we track and report against these targets on a monthly basis
- Focus on female talent in our succession plans
- Demand 50 percent of candidates on targeted leadership recruitment shortlist to be females
- Diversity measures are included in our Group Scorecard
- Gender Diversity Dashboard – we have a gender diversity dashboard which we use to assess how we are tracking against our gender targets on a quarterly basis. Our Executive Leadership Team review this dashboard quarterly
- We are one of a handful of ASX-200 listed companies that have a 50 per cent female representation on the Board

Gender Pay Parity Analysis

- Completion of annual gender pay parity analysis for the last eight years
- We conduct the gender pay gap analysis in line with the Workplace Gender and Equality Agency's methodology across three levels: organisation-wide (across the Mirvac Group); by level (across similar sized roles at Mirvac) and like-for-like (across comparable roles). We are pleased to report that Mirvac maintains a like-for-like gender pay gap of 0% for the fourth consecutive year.

Shared Parental Policy

In December 2017, we launched a new Shared Care Parental Leave Policy to support our employees who choose to have a family. The aim of the policy is to provide support to both our female and male employees wishing to take parental leave as well as supporting their transition back to work. This is an industry leading policy in terms of amount of paid leave on offer. The policy aims to contribute towards attracting and retaining talent.

Policy benefits include:

- 20 weeks' paid parental leave
- 4 weeks' paid partner leave
- Superannuation paid on periods of paid and unpaid leave up to 12 months
- Flexibility in how the paid leave is taken i.e. it doesn't necessarily have to be taken in one block of time
- Special Paid Leave (updated December 2019) - up to 6 weeks of leave for instances of pregnancy related illness or where pregnancy ends other than by the birth of a living child

Learning and Development

- In 2017, we launched a program called Aspire which was specifically designed for females in our Construction business. The program targets skills development, attendance at networking events, working with a business sponsor and participation in Mirvac's Discovery program where participants spend a few days shadowing an alternate role on site or in head office. This enables us to grow our female talent internally.
- Participation in the Property Council of Australia's (PCA)

female only mentoring and sponsorship programs as well as running our own internal mentoring programs.

Domestic and Family Violence

In June 2016 we launched our Domestic and Family Violence Leave Policy which provides employees experiencing domestic or family violence with financial support, access to leave and various other support mechanisms. This policy has since been updated in December 2020 to reflect the following:

Permanent Employees

- Uncapped paid leave per occasion for an employee personally experiencing the effects of domestic and family violence
- Up to \$5000 financial support per occasion at the relevant manager's discretion by way of reimbursement for personal expenses incurred by the employee in relation to medical, relocation/accommodation expenses and childcare

All Employees

- Uncapped unpaid leave per occasion
- Temporary provision of a new phone and new email address if necessary
- EAP - specialised domestic and family violence counselling and/or other referral pathways
- Support for flexible work arrangements

White Ribbon Workplace Accreditation Program

The White Ribbon accreditation Program recognises workplaces that are taking active steps to stop violence against women, accrediting them as a White Ribbon Workplace. White Ribbon Workplaces engender a whole of organisation commitment to stop violence against women, meeting 15 criteria under 3 standards to create a safer and more respectful workplace. Mirvac was awarded the White Ribbon Workplace accreditation in March 2018. The work involved in achieving the accreditation included risk assessments, updates to policies and procedures, creating internal and external communications relating to White Ribbon, demonstrating leadership commitment to White Ribbon, training and education for employees. Although the White Ribbon organisation announced liquidation in March 2019, Mirvac continues to deliver the strong message that we will never tolerate violence in any form. We have supported the charity Every Little Bit Helps (2018) by distributing care packages and Friends with Dignity Backpack Drive (2019) by donating backpacks to children that have been impacted by domestic violence.

Flexibility

Providing a flexible working environment where formal and informal flexible work arrangements are available for all employees is vital to support the work we are doing towards gender equality. We have worked over the last 5 years to embed flexible work practices across the organisation. We have done this through various programs, initiatives and training including:

Transforming the Way We Work

To support the business through our move towards a more flexible workplace, we put in place a program called Transforming the Way We Work, a national initiative designed to support flexible working and exemplify world-class workplace thinking. We developed a hub on our intranet which hosts a range of tools to support out employees through this transformation including guides outlining how to use the various technology and productivity tools.

Technology – We have provided employees with various hardware and software options and other productivity tools to support our new environment and enable employees to work wherever they need.

Flexibility Policy – In 2015 we introduced a Flexibility Policy which encourages employees and managers to be creative in the way they think about flexibility especially for roles that have not traditionally been thought of as flexible.

Flexible Work Charter – The charter supports the behavioural change as we transform the way we are. We have run various training sessions to further embed the Charter. Our 2019 Engagement survey results tells us that 75% of employees have some form of flexible work arrangement in place – this compares to 45% in 2015.

My Simple Thing - To further support our Flexibility Charter, we encourage our employees to adopt a "My Simple Thing". My Simple Thing is one small achievable change you can make in your work day or week that will enhance your work/life quality.

Gender composition proportions in your workplace

Important notes:

1. Proportions are based on the data contained in your workplace profile and reporting questionnaire.
2. Some proportion calculations will not display until you press **Submit** at step 6 on the reporting page in the portal. When your CEO signs off the report prior to it being submitted, it is on the basis that the proportions will only reflect the data contained in the report.
3. If any changes are made to your report after it has been submitted, the proportions calculations will be refreshed and reflect the changes after you have pressed **Re-submit** at step 6 on the reporting page.

Based upon your workplace profile and reporting questionnaire responses:

Gender composition of workforce

1. the gender composition of your workforce overall is 42.7% females and 57.3% males.

Promotions

2. 40.0% of employees awarded promotions were women and 60.0% were men
 - i. 41.4% of all manager promotions were awarded to women
 - ii. 39.6% of all non-manager promotions were awarded to women.
3. 6.6% of your workforce was part-time and 6.7% of promotions were awarded to part-time employees.

Resignations

4. 46.4% of employees who resigned were women and 53.6% were men
 - i. 43.5% of all managers who resigned were women
 - ii. 46.7% of all non-managers who resigned were women.
5. 6.6% of your workforce was part-time and 7.2% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- i. 0.0% of all women who utilised parental leave ceased employment before returning to work
- ii. 0.0% of all men who utilised parental leave ceased employment before returning to work
- iii. N/A - managers who utilised parental leave and ceased employment before returning to work were women
- iv. N/A - non-managers who utilised parental leave and ceased employment before returning to work were women.

Notification and access

List of employee organisations:

CEO sign off confirmation

Name of CEO or equivalent:

Susan Lloyd-Hurwitz

CEO signature:

Confirmation CEO has signed the report:

Date: