

Inclusion and Diversity Policy

1. Policy Statement

Energy Solutions Pty Ltd ('the company') embraces, promotes, recognises and celebrates the diverse backgrounds of our people. We strive to create an inclusive workplace where all our people feel valued, trusted, authentic and have high levels of psychological safety. Our values underpin everything we do, every day. An inclusive and diverse workplace aligns with our core values of:

- Live Safely
- Be customer and community minded
- Succeed together
- Improve our business
- Be the best you can be

We recognise that all staff bring their own unique capabilities, experiences and characteristics to work. The business values these differences and the contribution they make to the business and the communities we serve.

2. Purpose and objectives

We firmly believe diverse teams and an inclusive environment benefits all of us by:

- a. Creating a safe workplace – by promoting a culture in which our people feel psychologically safe and able to speak up if they experience or witness behaviour that is not inclusive or respectful.
- b. Improving business performance - by leveraging the full potential and valuing the contribution of all team members.
- c. Attracting and engaging staff - by creating inclusive policies and practices that attract and retain talented people from all backgrounds.
- d. Prioritising fairness and respect – as diverse representation in teams and inclusive leadership positively impacts the behaviour of the group.
- e. Creating greater understanding of customer needs – through ensuring our staff are representative of the customers we serve and the communities in which we operate.
- f. Fostering innovative thinking - by finding new and creative solutions to business issues and being open to respond quickly and effectively to change.
- g. Making better decisions - by encouraging different thinking approaches to test solutions and solve problems rigorously.

3. Scope

This Policy applies to all Company employees at all levels, contractors, consultants, student placements, apprentices, volunteers, job candidates, people undertaking work placements and work experience students (**staff**).

4. What we mean by diversity, inclusion and psychological safety

'Diversity' refers to all the differences we bring to work. It includes diversity of background - such as ethnic or cultural background/identity, education, professional discipline, industry experience - as well as diversity of gender identity, sexual orientation, age, religious beliefs and thinking approaches.

'Inclusion' is about creating a work environment where everyone feels valued and respected and has a sense of belonging.

'Psychological safety' refers to environments where everyone feels safe and confident to contribute their ideas and perspectives, safe to learn and safe to challenge the status quo.

5. How we promote inclusion and diversity

Committing to action is the only way that we will bring about positive change and achieve our goal of greater inclusion and belonging. Our Inclusion and Diversity strategy is focussed on four areas of priority:

a. Inclusion

Inclusion is about ensuring all staff members feel valued and respected and have a sense of belonging. Our focus is on providing education, awareness and recognition of significant days that support Cultural Diversity, LGBTIQ+ inclusion and inclusion of people with disability. We very proudly support our employee-led Pride network 'Sparkle'.

b. Gender

We are committed to ensuring that gender is not a barrier to career opportunities and advancement. We attract and encourage representation of all gender identities throughout all recruitment processes and are committed to pay equity. We believe that more gender balanced teams and leadership will make us a better business.

c. First Peoples Engagement

We engage with First Peoples and organisations in the communities where we operate to better understand their unique rights, aspirations and priorities. We are committed to build meaningful relationships, cultural learning and understanding within our business, and creating culturally safe training, employment and business opportunities for First Peoples and organisations.

d. Flexible Working

Our company promotes, actively supports and enables access to flexible working options. We charge our people leaders with responsibility to have open two-way conversations with their teams and to facilitate arrangements that will meet the needs of our people and our business.

6. Other ways we support inclusion and diversity

a. Recruitment, selection and promotion

We recognise the value of recruiting, selecting and promoting employees with different backgrounds, knowledge and experience. Our approach to recruitment, selection, succession planning and promotion is based on merit and is designed to identify candidates with the most suitable skills, knowledge, experience and values for hiring and promotion opportunities. We are constantly reviewing our processes and tools to promote equitable and unbiased selection and promotion decisions.

b. Remuneration

Our role grading and remuneration review processes actively consider equity in both grading and remuneration setting. We conduct an annual gender pay parity review, comparing like for like jobs and we resolve any identified gaps.

c. Leave

We provide our employees with a range of parental leave benefits to acknowledge the importance of employees' parental and family responsibilities, including 15 weeks' paid primary carer leave. The company also supports other leave types (refer People Hub) including 10 days' paid leave for employees experiencing domestic violence, special paid leave and leave without pay in limited circumstances.

d. Training

All employees are required to undertake our Workplace Behaviours online module followed by a refresher course every two years to embed our EEO Policy (discrimination, harassment and bullying) and our Sexual Harassment Policy. We have implemented a new training program, Inclusion in Action to educate people managers on the importance of inclusive leadership and their role in creating a more inclusive workplace.

e. Inclusion and Diversity Index

We have an Inclusion and Diversity Index in our annual employee opinion survey. The index is designed to seek feedback from employees on their satisfaction with key areas such as senior leadership commitment, psychological safety, and trust and respect. Results from the survey are shared with all employees each year.

f. Commitment to Continuous Improvement

We will continue to review and implement programs and policies which address impediments to diversity and inclusion in the workplace, and review these to ensure that they are accessible and available to all staff.

g. Funding

These programs will be funded appropriately and the effectiveness of the programs will be monitored to ensure we continue to expand on existing initiatives designed to identify, support and develop staff from a diverse range of backgrounds.

7. Roles and responsibilities

The Executive Management Team (EMT) is responsible for:

- a. supporting an inclusive and diverse workplace culture;
- b. assessing and endorsing focus areas recommended by the I&D working group;
- c. assessing the effectiveness of initiatives and progress towards objectives;
- d. the support and execution of initiatives within their area of responsibility;
- e. demonstrating the values and behaviours to support a workplace where staff feel empowered and can perform at their best.

The Inclusion and Diversity Working Group (I&D working group) is responsible for:

- a. making recommendations to the EMT on initiatives and activities that support the promotion of inclusion and diversity within the company and the communities in which we operate;
- b. leading and or participating in working groups focussed on delivering improvements in the focus areas set by the EMT;
- c. role modelling the values and behaviours that support an inclusive workplace, sharing information and knowledge about the work of the I&D working group and encouraging positive change.

The People, Culture and Legal team is responsible for:

- a. governance of inclusion and diversity;
- b. providing support, advice and leadership to the EMT and the I&D working groups and employees;
- c. reporting of appropriate inclusion and diversity metrics.

8. Other policies that support our I&D objectives

- Equal Employment Opportunity (EEO) Policy
- Sexual Harassment Policy
- Code of Conduct
- Flexible Work Arrangements Policy

9. Policy Details

Version/Issue	2
First issue date	September 2014
Effective date	8 June 2023
Date last reviewed	23 March 2023

10. Key stakeholders

The following stakeholders are affected by this Policy and have been consulted to provide feedback on, and support for, the content of this Policy:

TITLE	TEAM OR BUSINESS UNIT
General Manager People, Culture & Legal	People, Culture and Legal
Head of HR Operations and OD	People, Culture and Legal
HR Business Partners	People, Culture and Legal

11. Document owners

This Policy has the following Business Process Owner and Business Process Analyst:

TITLE	ROLE
Head of HR Operations & OD	Business process owner
HR Business Partners	Business process analyst