

Collecting data for stakeholder reporting

- **Workforce Demographics:** Collect data on the diversity of your workforce, including gender, race, ethnicity, age, disability status, and other relevant demographics.

*Example: A resource organisation discovers through its workforce analysis that while 40% of its global workforce are women, only 15% are in leadership positions and less than 5% in technical mining roles. Additionally, it identifies that **Aboriginal and Torres Strait Islander** peoples make up 20% of its workforce in operations located near **Aboriginal and Torres Strait Islander** communities but are underrepresented in managerial roles.*

- **Recruitment, Retention, and Promotion Rates:** Track metrics related to the hiring, retention, and promotion of diverse employees.

Example: A resource organisation tracked its hiring data and found that it increased the recruitment of employees from underrepresented groups by 30% compared to the previous year. However, it noted the retention rates for these employees are lower than the company average by 15%. The company also reported a positive trend in promoting females to supervisory positions, with a 20% increase noted.

- **Employee Engagement:** Gather data from employee surveys that measure perceptions of inclusivity and belonging within the organisation.

*Example: A resource organisation company conducted surveys to measure employee perceptions of inclusivity and belonging. Results showed that 80% of employees felt their opinions are valued regardless of their background, but feedback indicated a need for more culturally sensitive approaches in operations affecting **Aboriginal and Torres Strait Islander** employees.*

- **Training and Development:** Monitor participation rates and feedback for D&I training programs.

Example: A resource organisation reported that 100% of its employees had completed D&I training focused on cultural competency. Feedback

suggested high satisfaction with the training, and employees express a desire for ongoing learning opportunities related to diversity and inclusivity.

- **Supplier Diversity:** If applicable, track spending with diverse suppliers.

Example: A resource organisation monitored its spending with diverse suppliers and reported a 25% increase in contracts awarded to minority and women-owned businesses compared to the previous fiscal year. The firm highlighted its efforts to engage with suppliers that contributed to economic growth in underrepresented communities.

What should be reported to different stakeholders?

- **Staff:** Report on internal D&I initiatives, progress, and employee engagement survey results through internal newsletters, intranet posts, or staff meetings. Emphasise how D&I efforts contribute to a positive work environment.

Example: A resources company publishes a monthly internal newsletter that highlights the achievements of its D&I initiatives, such as the successful launch of a women in mining mentorship program. The newsletter also shares results from the latest employee engagement survey, showing improvements in perceptions of inclusivity compared to the previous year. Staff meetings include D&I progress as a regular agenda item, encouraging open dialogue about D&I efforts and how they contribute to a safer and more collaborative work environment.

- **Senior Management and Board Members:** Provide detailed reports that include not only demographics and program participation rates but also analysis of how D&I impacts business outcomes, such as innovation, market reach, and employee retention. Use formal presentations or dashboard summaries in board meetings.

Example: A resources company presented a quarterly D&I dashboard to its senior management and board members, detailing workforce demographics, participation rates in D&I training programs, and the impact of D&I on innovation projects. The dashboard includes case studies of how diverse teams have contributed to breakthroughs in sustainable energy solutions, directly linking D&I efforts to strategic business outcomes like market expansion and improved operational efficiency.

- **Investors and Shareholders:** Include D&I data in annual reports, focusing on how D&I initiatives contribute to the company's overall performance, sustainability, and risk management. Highlight strategic D&I initiatives and their alignment with business objectives.

Example: In its annual report, a resources company included a section dedicated to D&I, showcasing how its commitment to diversity in its workforce and leadership has led to increased adaptability and resilience, contributing to the company's strong financial performance. The report highlighted strategic D&I initiatives, such as partnerships with educational institutions to foster a diverse talent pipeline, and their role in enhancing the company's sustainability and competitive advantage.

- **Suppliers and Contractors:** Share D&I policies and practices through newsletters or dedicated sections on the company website. Emphasise the importance of diverse partnerships and how they enhance business operations.

*Example: A resources company features its D&I policies and achievements in a dedicated section of its website accessible to suppliers and contractors. This includes its efforts to engage with local communities and **Aboriginal and Torres Strait Islander** peoples in inclusive practices. The company also sends out a quarterly newsletter to its suppliers, emphasising the importance of diversity in its supply chain and showcasing collaborative projects that have led to innovative and sustainable business practices.*

- **Regulators and Community Stakeholders:** Publicly report on D&I initiatives, outcomes, and future plans through press releases, sustainability reports, and community forums. Highlight the organisation's contribution to social responsibility and economic inclusion.

*Example: A resources company uses press releases and sustainability reports to publicly share its D&I initiatives and achievements, such as significant increases in hiring from underrepresented groups and initiatives aimed at protecting the rights and cultures of **Aboriginal and Torres Strait Islander** peoples. The company hosts community forums where it discusses its D&I strategies, gathers feedback from community members, and outlines plans for future D&I and social responsibility efforts.*

How frequently should these be reported?

- **Quarterly to Staff and Management:** Provide updates on D&I initiatives, progress, and upcoming events.

Example: A global resources organisation conducts quarterly D&I briefings for all staff and management through virtual town hall meetings. During these sessions, the D&I officer presents updates on current D&I initiatives, such as progress in gender diversity within mining operations and leadership development programs for underrepresented employees. They also highlight upcoming D&I events, like cultural awareness workshops and participation in community outreach programs. These updates are supplemented with an internal newsletter distributed after each meeting, providing a recap and additional resources for teams to explore D&I topics further.

- **Annually to Investors, Shareholders, and the Public:** Publish comprehensive reports that detail year-on-year progress, challenges, and strategic plans for enhancing D&I.

Example: A multinational resources organisation includes a dedicated section in its annual report that outlines the D&I achievements and challenges faced over the past year. This section provides a detailed analysis of workforce demographics changes, showcasing efforts to increase diversity in technical and executive roles. It also highlights D&I-driven business outcomes, such as the role of diverse teams in developing new sustainable energy solutions that have opened up new markets. The report is made available on the company's website, ensuring transparency with investors, shareholders, and the public. Additionally, the company hosts an annual sustainability and D&I forum, inviting investors, community leaders, and the media to discuss the report's findings and the company's future D&I strategies.

What should be reported on?

- **Progress Towards Goals:** Document how the organisation is advancing towards its D&I objectives.

Example: A resources organisation reported a 15% increase in the hiring of women in engineering and geoscience roles over the past year, moving closer to its goal of achieving gender parity in technical fields by 2025. The company details this progress in its quarterly D&I update, highlighting the specific recruitment and outreach strategies that contributed to this achievement, such as partnerships with universities and professional women's networks in the energy sector.

- **Success Stories:** Share examples of successful D&I initiatives and their impact on the organisation and its stakeholders.

Example: A resources organisation shared a success story in its annual sustainability report about a wind farm project led by a diverse project team, which included members from four different countries and a range of cultural backgrounds. This team's collaborative approach and diverse perspectives were crucial in overcoming technical and regulatory challenges, leading to the project's completion ahead of schedule and under budget. The story emphasised the value of diversity in driving innovation and operational efficiency.

- **Challenges and Lessons Learned:** Be transparent about any obstacles encountered and how they were addressed.

Example: In an internal newsletter, a resources organisation openly discussed the challenges it faced in retaining diverse talent in remote operational sites. The company found that a lack of inclusive community engagement and support services for families led to higher turnover rates among employees from underrepresented groups. By sharing the steps taken to address these issues, such as improving on-site facilities and community programs, the company illustrated its commitment to learning from setbacks and strengthening its D&I efforts.

- **Future Plans:** Outline the next steps and any adjustments to D&I strategies to meet evolving goals.

*Example: During a webcast for investors and stakeholders, a resources organisation outlined its future D&I plans, which included launching a leadership development program specifically designed for **Aboriginal and Strait Islander** employees. This initiative is part of the company's broader strategy to enhance representation and leadership opportunities for **Aboriginal and Torres Strait Islander** communities in its operations. The company explained how this and other planned D&I initiatives are expected to contribute to its long-term sustainability and social responsibility goals.*