



Australian Government



**Workplace
Gender Equality
Agency**



2022 - 23 Gender Equality Reporting

Submitted By:

Sciacca's Lawyers Pty Ltd 74126179084

Best Wilson Buckley Family Law Pty Ltd 67139493039

Sb Law Pty Ltd 59169699183

Bradley Bayly Holdings Pty Ltd 24123603805

Carr & Co Divorce & Family Lawyers Pty Ltd 84114924168

Shine Lawyers Pty Ltd 86134702757

Shine Justice Ltd 93162817905

#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

Strategy

Retention: Yes

Strategy

Performance management processes: Yes

Strategy

Promotions: Yes.

Strategy

Talent identification/identification of high potentials: YesStrategy

Succession planning: Yes

Strategy

Training and development: Yes

Strategy

Key performance indicators for managers relating to gender equality: NoOther

Other: We monitor demographic data and apply recruitment strategies to eliminate bias.

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.

Governing Bodies

Date Created: 31-05-2023

Organisation: Shine Justice Ltd

1.Name of the governing body: Board of Directors

2.Type of the governing body: Board of Directors

3.Specified governing body type:

Number of governing body chair and member by gender:

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

Other

Other value: The Board currently includes one female Director (25% of the Non-executive Directors). While an increase in that Percentage is targeted over time, the constitution of the Board is considered appropriate for the size & needs of the Group at this time.

7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?

Yes

Selected value: Policy

Organisation: Shine Lawyers Pty Ltd

1.Name of the governing body: Board of Directors

2.Type of the governing body: Board of Directors

3.Specified governing body type:

Number of governing body chair and member by gender:

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

Other

Other value: The Board currently includes one female Director (25% of the Non-executive Directors). While an increase in that Percentage is targeted over time, the constitution of the Board is considered appropriate for the size & needs of the Group at this time.

7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?

Yes

Selected value: Policy

Organisation: Carr & Co Divorce & Family Lawyers Pty Ltd**1. Name of the governing body:** Board of Directors**2. Type of the governing body:** Board of Directors

3. Specified governing body type:

Number of governing body chair and member by gender:

Chair	Female (F) 0	Male (M) 1	Non-Binary 0
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Date Created: 31-05-2023

Member			
	Female (F)	Male (M)	Non-Binary
	1	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:

Other

Other value: The Board currently includes one female Director (25% of the Non-executive Directors). While an increase in that Percentage is targeted over time, the constitution of the Board is considered appropriate for the size & needs of the Group at this time.

7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?

Yes

Selected value: Policy

Organisation: Bradley Bayly Holdings Pty Ltd**1. Name of the governing body:** Board of Directors**2. Type of the governing body:** Board of Directors**3. Specified governing body type:****Number of governing body chair and member by gender:**

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

Other

Other value: The Board currently includes one female Director (25% of the Non-executive Directors). While an increase in that Percentage is targeted over time, the constitution of the Board is considered appropriate for the size & needs of the Group at this time.

7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?

Yes

Selected value: Policy**Organisation:** Sb Law Pty Ltd**1.Name of the governing body:** Board of Directors**2.Type of the governing body:** Board of Directors**3.Specified governing body type:****Number of governing body chair and member by gender:**

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

4.Formal section policy and/or strategy: Yes**Selected value:** Policy**6. Target set to increase the representation of women: No**

Date Created: 31-05-2023

6.1 Percentage (%) of target:**6.2 Year of target to be reached:****Selected value:**

Other

Other value: The Board currently includes one female Director (25% of the Non-executive Directors). While an increase in that Percentage is targeted over time, the constitution of the Board is considered appropriate for the size & needs of the Group at this time.

7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?

Yes

Selected value: Policy**Organisation:** Best Wilson Buckley Family Law Pty Ltd**1.Name of the governing body:** Board of Directors**2.Type of the governing body:** Board of Directors**3.Specified governing body type:****Number of governing body chair and member by gender:**

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

Other

Other value: The Board currently includes one female Director (25% of the Non-executive Directors). While an increase in that Percentage is targeted over time, the constitution of the Board is considered appropriate for the size & needs of the Group at this time.

7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?

Yes

Selected value: Policy**Organisation:** Sciacca's Lawyers Pty Ltd**1.Name of the governing body:** Board of Directors**2.Type of the governing body:** Board of Directors**3.Specified governing body type:****Number of governing body chair and member by gender:**

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

Other

Other value: The Board currently includes one female Director (25% of the Non-executive Directors). While an increase in that Percentage is targeted over time, the constitution of the Board is considered appropriate for the size & needs of the Group at this time.

7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?

Yes

Selected value: Policy

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

#Action on gender equality

Gender Pay Gaps

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

No

Non-award employees paid market rate; Other

Other: Shine Lawyers and our integrated businesses, Bradley Bayly Legal and SB Law have a robust remuneration framework that is applied annually and for our new hires.

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.

Shine Lawyers and our integrated businesses, Bradley Bayly Legal and SB Law perform an annual remuneration review followed by a gender gap analysis.

Employer action on pay equality

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

No

Other

Other: Shine Lawyers sets national remuneration ranges by role, based on relevant market data factoring experience, performance and internal peer parity. After our annual review, we generate a gender gap report, used to identify potential areas of concern..

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?

NoOther

Other Details:We conduct a engagement survey which explores diversity equality & inclusion.

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

No

Currently under development

Estimated Completion Date: 2024-02-23

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

Employees:

Shareholder:

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

Yes

5. If your organisation would like to provide additional information relating to employee consultation on gender equality in your workplace, please do so below.

#Flexible Work

Flexible Working

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

No

Other

Other: Integrated businesses apply a formal policy, unintegrated businesses manage on a case by case basis.

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

Part-time work: Yes

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

Purchased leave: No

Other

Other: Integrated businesses apply a formal policy.

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

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.

Date Created: 31-05-2023

We have conducted engagement surveys, hosted webinars and revised our policies for us to apply a general flexible approach to working during & since covid.

#Employee Support

Paid Parental leave

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

No

Other

Other: Shine Lawyers and our integrated businesses, bradley Bayly Legal and SB Law apply a formal policy.

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.

Shine Lawyers and our integrated businesses, Bradley Bayly Legal and SB Law permanent full-time and permanent part-time people are entitled to paid parental leave, including adoption leave, when they have completed a minimum of 12 months continuous service prior to the date on which they begin parental leave. Employees are entitled to the minimum parental leave entitlements offered by the government and must consider the implications to their personal government entitlements should they apply for one of Shine's paid parental leave benefits. a) Primary Carer – 10 weeks paid parental leave after 12 months continuous service. This scales up to 18 weeks paid parental leave after 5 years' service. b) Secondary Carer – 4 weeks paid parental leave after 12 months continuous service. For our integrated businesses we will reimburse 50% of out-of-pocket expenses on the provision of a tax invoice, capped at \$8,000 p.a. in Child Care Support payments to permanent employees who have taken primary carer's leave after 3 years' continuous service, up to the child's 3rd birthday. Keeping in Touch Days enable primary carers to stay connected with the firm to ease the transition back into the workplace once their unpaid parental leave commences can utilise up to ten (10) days.

Support for carers

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

Yes

Strategy

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

2.1. Employer subsidised childcare

No

Other

Other: Integrated businesses apply a formal policy.

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 aware of the need

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

No

Not aware of the need; Other

Other: Integrated businesses have access to Employer Assistance Programs.

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

No

Not aware of the need

2.7. Internal support networks for parents

No

Not aware of the need

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

No

Not aware of the need

2.9. Parenting workshops targeting fathers

No

Not aware of the need

2.10. Parenting workshops targeting mothers

No

Not aware of the need

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

No

Not aware of the need

2.12. Support in securing school holiday care

No

Not aware of the need

2.13. On-site childcare

No

Not aware of the need

2.14. Other details: No

3. If your organisation would like to provide additional information relating to support for carers in your workplace, please do so below.

Sexual harassment, harassment on the grounds of sex or discrimination

1. Do you have a formal policy and/or formal strategy on the prevention and response to sexual harassment, harassment on the grounds of sex or discrimination?

Yes

Policy

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

Yes

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

All Non-Managers

Yes

Voluntary question: All Non-Managers

9. If your organisation would like to provide additional information relating to measures to prevent and response to sexual harassment, harassment on the grounds of sex or discrimination, please do so below.

Family or domestic violence

Date Created: 31-05-2023

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

No

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

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

Yes

Flexible working arrangements

Yes

Offer change of office location

No

Other

Provide Details: On a case by case basis.

Date Created: 31-05-2023

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

No

Training of key personnel

No

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

Yes

Workplace safety planning

No

Not a priority

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

No

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)

No

Access to unpaid leave

Yes

Is the leave period unlimited?

No

Date Created: 31-05-2023

Number of days:

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**

Workforce Management Statistics Table

Industry: Professional, Scientific and Technical Services (Except Computer System Design and Related

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	CEO, KMPs, and HOBs	1	1	2
			Managers	19	6	25
			Non-managers	105	34	139
		Fixed-Term Contract	Non-managers	1	2	3
	Part-time	Permanent	Managers	8		8
			Non-managers	31	1	32
		Fixed-Term Contract	Non-managers	1		1
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	Managers	5	2	7
			Non-managers	29	6	35
		Fixed-Term Contract	Non-managers	4	6	10
	Part-time	Permanent	CEO, KMPs, and HOBs	1		1
			Managers	2		2
			Non-managers	17		17
		Fixed-Term Contract	Non-managers	1	2	3
	N/A	Casual	Non-managers	2	2	4
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs		1	1
			Managers	6	6	12
			Non-managers	180	64	244
		Fixed-Term Contract	Non-managers	11	10	21
	Part-time	Permanent	Managers	2		2
			Non-managers	74	14	88
		Fixed-Term Contract	Non-managers	16	3	19
	N/A	Casual	Non-managers	30	8	38

* Total employees includes Non-binary

Workforce Management Statistics Table

Industry: Professional, Scientific and Technical Services (Except Computer System Design and Related

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	CEO, KMPs, and HOBs	1		1
			Managers	12	8	20
			Non-managers	155	30	185
		Fixed-Term Contract	Non-managers	10	2	12
	Part-time	Permanent	Managers	2		2
			Non-managers	69	7	76
		Fixed-Term Contract	Non-managers	3	1	4
	N/A	Casual	Managers	1		1
			Non-managers	20	9	29
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	1		1
			Managers	7	1	8
			Non-managers	17		17
		Fixed-Term Contract	Non-managers	1		1
	Part-time	Permanent	Managers	4		4
			Non-managers	42		42
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs		1	1
			Managers		5	5
			Non-managers		7	7

* Total employees includes Non-binary

Workforce Management Statistics Table

Industry: Professional, Scientific and Technical Services (Except Computer System Design and Related

Question	Contract Type	Employment Type	Manager Category	Female	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	Non-managers	3	3
	Part-time	Permanent	Non-managers	5	5

* Total employees includes Non-binary

Workplace Profile Table

Industry: Professional, Scientific and Technical Services (Except Computer System Design and Related

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	78	58	0	0	136
	Full-time contract	1	0	0	0	1
	Part-time permanent	28	1	0	0	29
	Casual	1	0	0	0	1
Professionals	Full-time permanent	155	87	1	0	243
	Full-time contract	5	7	0	0	12
	Part-time permanent	54	6	0	0	60
	Part-time contract	6	1	0	0	7
	Casual	6	3	0	0	9
Technicians And Trades Workers	Full-time permanent	0	1	0	0	1
Clerical And Administrative Workers	Full-time permanent	282	42	8	4	336
	Full-time contract	6	5	0	0	11
	Part-time permanent	178	12	1	0	191
	Part-time contract	10	2	0	0	12
	Casual	24	10	0	0	34
Labourers	Full-time permanent	1	1	0	0	2
	Casual	2	0	0	0	2

* Categorised using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

** Total employees includes Non-binary

Workplace Profile Table

Industry: Professional, Scientific and Technical Services (Except Computer System Design and Related

Manager category	Employment status	No. of employees		
		F	M	Total*
CEO	Full-time permanent	0	1	1
KMP	Full-time permanent	4	3	7
HOB	Full-time permanent	6	7	13
GM	Full-time permanent	12	14	26
	Part-time permanent	4	1	5
SM	Full-time permanent	35	20	55
	Part-time permanent	18	0	18
OM	Full-time permanent	21	13	34
	Full-time contract	1	0	1
	Part-time permanent	6	0	6
	Casual	1	0	1

* Total employees includes Non-binary

2022-23 Gender Equality Reporting Submission Approval

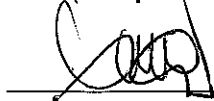
I, the CEO (or equivalent), confirm that the data provided in the 2022-23 Gender Equality Reporting submission is complete and correct, as reported in the full data appendices:

- Questionnaire – Public Report
- Workforce Management Statistics – Public Report
- Workplace Profile – Public Report
- Workplace Profile – Confidential

I approve the submission of this data to WGEA.

I also confirm that the organisation/s covered by this submission will meet the notification and access requirements as detailed below.

CEO (or equivalent) signature



Name of CEO (or equivalent)

Simon Morrison

Date:

Please Note:

The Workplace Gender Equality Amendment (Closing the Gender Pay Gap) Bill 2023 requires WGEA to publish employer gender pay gaps. Employer gender pay gap will be calculated from the data that you provide to WGEA. WGEA will communicate to employers in advance of publishing gender pay gaps explaining the process for calculating and publishing the employer gender pay gap.

What next?

The contact nominated for the submission of this report must complete the declaration and consent process in the WGEA Portal. The Agency does not require physical evidence of the CEO's signature.

To comply with the notification and access requirements, your organisation/s must:

- inform its employees and members or shareholders that it has lodged its report with the Agency and advise how the public data may be accessed
- provide access to the public data to employees and members or shareholders
- inform employee organisations with members in your workplace that the report has been lodged
- inform your employees and those employee organisations with members in your workplace of the opportunity to comment on the report to the employer or the Agency.

For more information on the notification and access requirements, read [here](#).