

# Diversity, Equity and Inclusion Policy

## Purpose

The purpose of this Policy is to outline Port of Auckland Limited's (POAL) commitment to a diverse, equitable and inclusive environment, which is essential to driving sustainable commercial success and creating a high performing values driven culture.

## Scope

This Policy applies to all POAL employees; including permanent, fixed term and casual staff. Some parts of this policy also impact our key relationships when assessing our cultural alignment.

## Governing Legislation

NZ Bill of Rights Act 1990 and subsequent amendments, Human Rights Act 1993 and subsequent amendments and Local Government Act 2002.

## Related POAL Policies

- > Code of Conduct
- > Remuneration Policy

## Interpretation

### Diversity

Diversity is the recognition that each individual is unique. When used within the workplace context it recognises that each employee brings individual experiences that relate to dimensions such as race, ethnicity, gender identity, sexual orientation, socio-economic status, age, physical/mental abilities, work and life experience, religious, political, cultural, and spiritual beliefs, or other ideologies, etc.

### Equity

Equity is the recognition that each individual has the right to same opportunities and that they have the opportunity to grow, contribute and develop regardless of their identity. Equality in the workplace refers to creating the opportunity for everyone to fully participate in the workplace productively and successfully, progress their career equally and receive equivalent rewards and benefits for doing so. It's about fair treatment for everyone, regardless of their background, education, ethnicity, gender identity, age, religion, sexual orientation, disability, or any other characteristic.

### Inclusion

Inclusion is the recognition that each individual has the right to take pride in and draw strength from their unique and diverse backgrounds and characteristics, regardless of the dominant culture. Inclusion is also an individual employee feeling accepted, included, and valued in the workplace by creating a sense of belonging, connection, and engagement for each employee in the working environment.

## Policy

POAL is committed to ensuring that the unique strengths of individuals are valued. Diversity Equity and Inclusion is POAL's commitment to recognise and appreciate the variety of characteristics and attributes that make individuals unique in an atmosphere that promotes and celebrates individual and collective achievement. Diversity of thought can only be achieved through diversity of experience, and this is achieved through numerous dimensions. Some dimensions:

- > fall under the definitions within human rights legislation such as race, ethnicity, gender identity, sexual orientation, socio-economic status, age, physical abilities, religious beliefs, political beliefs, or other ideologies, etc
- > relate to life and work experiences, education and training
- > are innate factors such as traits and personality.

POAL strives to provide an environment where all employees feel free to bring their whole selves to work. This means feeling comfortable that their unique background and characteristics will be accepted by their work colleagues and valued by the Company.

Port of Auckland will:

- > monitor and report on diversity statistics to the CEO and Board annually
- > incorporate diversity into talent acquisition, talent management, succession management and into our values and culture
- > establish and monitor recruitment, selection, and promotion processes to ensure POAL's Diversity Equity and Inclusion Principles are being adhered to
- > ensure that remuneration and other benefits are not influenced by factors not pertinent to the job
- > establish and maintain mechanisms for staff to provide feedback about their inclusion experiences
- > ensure there is support in place for those staff who feel that their diversity factors are not acknowledged or respected.

## POAL's Diversity and Inclusion Principles

1. A diverse and inclusive environment will be achieved by eliminating the barriers that prevent individuals from under-represented groups being recognised and/or valued.
2. Where barriers to diversity exist, these will be addressed.
3. Targets will be set to enable the monitoring of diversity, equity and inclusion. However, quotas will be not be imposed.
4. In looking for the "best person for the job", diversity will be one of the factors under consideration among a range of others. Recruitment, selection, and promotion will always seek "the best person for the job".
5. Business goals and key decisions should be reviewed by a diverse range of staff to ensure diverse thinking is factored into decision-making.
6. Where a person's diversity position conflicts with a POAL requirement (e.g. unwillingness to work on a particular day), this will be discussed with the individual to see if this can be accommodated under our flexible workplace policy. Every effort will be made to accommodate the individual, provided this will not impact operations, health and safety or other staff. However, if no accommodation is possible, POAL's requirements take priority. POAL will provide opportunities for individuals from under-represented groups to be supported with development opportunities.

7. POAL will provide opportunities for individuals from under-represented groups to be supported with development opportunities.
8. POAL will review and address any pay inequities and are committed to ensuring any compensation or remuneration is based on competency,
9. Diversity equity and Inclusion is one of the factors that will be used to assess the alignment of stakeholders with our culture. Stakeholders (e.g. vendors, potential partners, etc.) may be informally assessed to see how they are honouring the spirit of diversity equity and inclusion within their own organisation.

## **Responsibilities**

### **Board of Directors**

The Board of Directors is responsible for approving this Policy.

### **Executive Team**

All Executive Team members are responsible for:

- a) ensuring their managers follow this Policy and its associated processes;
- b) championing diversity, equity and inclusion initiatives; and
- c) promoting POAL's Diversity, Equity and Inclusion to customers, vendors, partners and other stakeholders.

### **General Manager People Culture and Communications**

The General Manager People Culture and Communications is responsible for:

- a) establishing systems to monitor key diversity factors;
- b) reporting to the Board annually on diversity, equity and inclusion;
- c) monitoring and evaluating diversity and inclusion initiatives; and
- d) reviewing this Policy.

### **Managers**

Each manager is responsible for:

- a) championing diversity and inclusion initiatives; and
- b) ensuring that this Policy is followed by their team.

### **All Staff**

All staff are responsible for awareness of POAL's commitment to diversity, equity and inclusion in its workforce and complying with this Policy.

**Approved by:** Board

**Date approved:** 29 August 2022

**Policy Owner:** General Manager People Culture and Communications

**Review date:** Biennially