GRI STANDARDS SUPPLEMENT 2019

cbus

An Industry SuperFund

# Built on trust



# Contents


| | |
|---|---|
| Our reporting suite | 1 |
| GRI Standards content index | 2 |

# Our reporting suite

## Cbus Annual Integrated Report 2019

Produced in accordance with the International Integrated Reporting <IR> Framework.
Focuses on material matters and how we create value for our members and other stakeholders.

## Cbus in Review 2019

Supports the Annual Integrated Report and includes developments in the fund in the last 12 months.

## Supplements

### Responsible Investment

Provides information about our approach to responsible investment, including our active involvement in environmental, social and governance (ESG) issues and transitioning to a climate resilient economy.

Prepared using the Global Reporting Initiative Sustainability Reporting Standards (GRI Standards) and with recommendations from the Taskforce on Climate-related Financial Disclosures (TCFD).

**www.cbussuper.com.au/cs/responsible-investment**

### Annual Financial Statements

Sets out the financial statements for our regulators and other stakeholders.

Prepared in line with the Australian Accounting Standards; *Superannuation Industry (Supervision) Act 1993* and *Superannuation Industry (Supervision) Regulations 1994*, the *Corporations Act 2001* and *Corporations Regulations 2001*.

**www.cbussuper.com.au/cs/annual-financial-statements**

**www.cbussuper.com.au/cs/united-super-financial-report**

### People, Culture and Remuneration

Provides information for our current and future employees, industry delegates and other interested parties about our people and culture. Also provides remuneration information of the Cbus Board, Executive team and all Cbus employees.

Prepared using the GRI Standards.

**www.cbussuper.com.au/cs/people-culture-remuneration**

### Governance

Provides additional information about the Governance framework at Cbus.

Prepared in accordance with the Australian Institute of Superannuation Trustees (AIST) Governance Code and using the GRI Standards.

**www.cbussuper.com.au/cs/governance-framework**

### Engagement and Materiality

Provides detail on our approach to engagement and how we determine what matters most to Cbus stakeholders.

The result of this engagement defines our value creation and assists in identifying Cbus' material issues.

Prepared using the GRI Standards and in line with the International <IR> Framework.

**www.cbussuper.com.au/cs/engagement-materiality**

### GRI Standards Content Index

A table containing the GRI Standards Cbus has reported on and where to locate the information linked to the standard within the Annual Integrated report, supplements and the Cbus website.

**www.cbussuper.com.au/cs/gri-index**

# GRI Standards content index

This table contains the GRI Standards Cbus has reported on and where to locate the information linked to the standard within the 2019 Annual Integrated Report, the supplements and the Cbus website.

| GRI Standards and disclosure | Cbus Report / Supplement / URL |
|---|---|
| **GRI 102: General Disclosures 2016** | |
| **Organisational profile** | |
| 102-1 Name of the organisation | The fund is Cbus, the Trustee of the Fund is United Super Pty Ltd. This report also includes Cbus Property Pty Ltd, Cbus Property is wholly owned by Cbus. |
| 102-2 Activities, brands, products, and services | **www.cbussuper.com.au/about-us/who-we-are**<br>**www.cbussuper.com.au/super/what-we-offer**<br>**www.cbussuper.com.au/retirement/my-retirement-investment-options**<br>Cbus Property is a property investor and developer. |
| 102-3 Location of headquarters | Level 28, 2 Lonsdale Street, Melbourne 3000 |
| 102-4 Location of operations | Cbus operates in one country, Australia. Offices are located at:<br>Cbus Melbourne Office – Level 28, 2 Lonsdale Street, Melbourne 3000<br>There are other Cbus front counters located in WA, QLD, NSW and SA, as detailed on the website:<br>**www.cbussuper.com.au/support/contact**<br>Cbus Property Pty Ltd -<br>Level 7, 550 Bourke Street Melbourne 3000 |
| 102-5 Ownership and legal form | Cbus is an all profit-to-members superannuation fund that is open offer, with a focus on construction and building and allied workers.<br><br>Cbus Property is a wholly owned subsidiary of Cbus that directly invests in commercial and residential property development across the nation, creating strong returns, jobs and eco-efficient buildings. |
| 102-6 Markets served | Superannuation and insurance is offered across Australia primarily for workers, available for the public, predominantly servicing national building and construction and allied workers.<br><br>Cbus Property develops and manages buildings throughout Australia in the residential, commercial and industrial sectors. |
| 102-7 Scale of the organisation | 2019 Annual Integrated Report, page 75. |
| 102-8 Information on employees and other workers | 2019 People, Culture and Remuneration supplement, pages 11–12. |
| 102-9 Supply chain | **www.cbussuper.com.au/content/dam/cbus/files/governance/reporting/Key-Service-Providers.pdf**<br>2019 Governance supplement, page 13. |
| 102-10 Significant changes to the organisation and its supply chain | 2019 Governance supplement, page 13. |
| 102-11 Precautionary Principle or approach | Cbus and Cbus Property do not address the precautionary principle in the sustainability disclosures. |
| 102-12 External initiatives | These are disclosed on the Sustainability page of the Cbus website:<br>**www.cbussuper.com.au/about-us/sustainability** |
| 102-13 Membership of associations | These are disclosed on the Sustainability page of the Cbus website:<br>**www.cbussuper.com.au/about-us/sustainability** |

| GRI Standards and disclosure | Cbus Report / Supplement / URL |
|---|---|
| **GRI 102: General Disclosures 2016 (continued)** | |
| **Strategy** | |
| 102-14 Statement from senior decision-maker | 2019 Annual Integrated Report, pages 6-9.<br>2019 Responsible Investment supplement, page 2. |
| 102-15 Key impacts, risks and opportunities | 2019 Annual Integrated Report, pages 20-22.<br>Materiality and engagement supplement, pages 9-11. |
| **Ethics and integrity** | |
| 102-16 Values, principles, standards, and norms of behaviour | 2019 Annual Integrated Report, pages 10-12.<br>2019 People, Culture and Remuneration supplement, page 3.<br>2019 Governance supplement, page 8 (FY2019 Compliance Report: AIST Governance Code 3.1).<br><br>See the Fund Governance policy:<br>**www.cbussuper.com.au/content/dam/cbus/files/governance/policies/Fund-Governance-Policy.pdf** |
| 102-17 Mechanisms for advice and concerns about ethics | This is addressed across the 2019 Annual Integrated Report and Governance supplement.<br><br>2019 Governance supplement, pages 8 and 10. |
| **Governance** | |
| 102-18 Governance structure | **www.cbussuper.com.au/about-us/how-were-run/governance**<br>See the Fund Governance policy:<br>**www.cbussuper.com.au/content/dam/cbus/files/governance/policies/Fund-Governance-Policy.pdf** |
| 102-19 Delegating authority | 2019 Annual Integrated Report, pages 17-18. |
| 102-20 Executive-level responsibility for economic, environmental and social topics | **www.cbussuper.com.au/about-us/sustainability/board-governance-framework** |
| 102-21 Consulting stakeholders on economics, environmental, and social topics | 2019 Engagement and Materiality supplement |
| 102-22 Composition of the highest governance body and its committees | **www.cbussuper.com.au/about-us/how-were-run/board**<br>2019 Annual Integrated Report, pages 17-18 and 69-72. |
| 102-23 Chair of the highest governance body | The Chair is the Hon. Steve Bracks AC and he is not an executive officer. |
| 102-24 Nominating and selecting the highest governance body | See the Fund Governance Policy:<br>**www.cbussuper.com.au/content/dam/cbus/files/governance/policies/Fund-Governance-Policy.pdf** |
| 102-25 Conflicts of interest | 2019 Annual Integrated Report, page 70<br><br>See the Conflicts Management Policy:<br>**www.cbussuper.com.au/content/dam/cbus/files/governance/policies/Conflicts-Management-Policy-Summary.pdf** |
| 102-26 Role of highest governance body in setting purpose, values and strategy | 2019 Annual Integrated Report, pages 17 and 72. |
| 102-27 Collective knowledge of highest governance body | 2019 Governance supplement, pages 3, 4 and 7 (FY2019 Compliance Report: AIST Governance Code 1.1 and 2.2). |

# GRI Standards content index continued

| GRI Standards and disclosure | Cbus Report / Supplement / URL |
|---|---|
| **GRI 102: General Disclosures 2016 (continued)** | |
| **Governance (continued)** | |
| 102-31 Review of economic, environmental, and social topics | **www.cbussuper.com.au/about-us/sustainability/board-governance-framework** |
| 102-32 Highest governance body's role in sustainability reporting | Cbus' Annual Integrated Report is signed off by Directors, this includes the supplements. |
| 102-35 Remuneration policies | **www.cbussuper.com.au/about-us/how-were-run/governance**<br><br>2019 People, Culture and Remuneration supplement, page 4.<br>2019 Annual Integrated Report, page 70. |
| 102-36 Process for determining remuneration | 2019 People, Culture and Remuneration supplement, page 4.<br>2019 Annual Integrated Report, page 78. |
| 102-38 Annual total compensation ratio | 2019 People, Culture and Remuneration supplement, page 11. |
| **Stakeholder engagement** | |
| 102-40 List of stakeholder groups | 2019 Annual Integrated Report, page 13.<br>2019 Engagement and Materiality supplement, page 5. |
| 102-41 Collective bargaining agreements | 2019 People, Culture and Remuneration supplement, page 4.<br>2019 Annual Integrated Report, page 78. |
| 102-42 Identifying and selecting stakeholders | 2019 Engagement and Materiality supplement, page 2. |
| 102-43 Approach to stakeholder engagement | 2019 Engagement and Materiality supplement, page 2. |
| 102-44 Key topics and concerns raised | 2019 Annual Integrated Report, page 14.<br>2019 Engagement and Materiality supplement, pages 8-10. |
| **Reporting practice** | |
| 102-45 Entities included in the consolidated financial statements | Cbus Property is included in the consolidated financial statements and included in the boundaries of our GRI Standards reporting. |
| 102-46 Defining report content and topic Boundaries | 2019 Engagement and Materiality supplement, page 11. |
| 102-47 List of material topics | 2019 Annual Integrated Report, page 14.<br>2019 Engagement and Materiality supplement, page 3. |
| 102-48 Restatements of information | There were no restatements of information for 2019 reporting. |
| 102-49 Changes in reporting | We have added an additional material theme:<br>"Getting the right help at the right time to make sound decisions".<br><br>Refer to the Engagement and Materiality supplement, page 3.<br><br>We have changed format from an Annual Integrated Report and Corporate Responsibility Report to an Annual Integrated Report and supplements. |
| 102-50 Reporting period | Annual |
| 102-51 Date of most recent report | 30/6/19 |
| 102-52 Reporting cycle | Financial year ending 30/06/2019 |

| GRI Standards and disclosure | Cbus Report / Supplement / URL |
|---|---|
| **GRI 102: General Disclosures 2016 (continued)** | |
| **Reporting practice (continued)** | |
| 102-53 Contact point for questions regarding this report | Cbus National Office:<br>Level 28, 2 Lonsdale Street, Melbourne VIC 3000 For more information:<br>Write to: Locked Bag 5056, Parramatta, NSW 2124<br>cbussustainability@cbussuper.com.au |
| 102-54 Claims of reporting in accordance with the GRI Standards | This report has been prepared in accordance with the GRI Standards: Core option. |
| 102-55 GRI Content index | Met. |
| 102-56 External assurance | KPMG has provided independent limited assurance on some metrics as detailed in its report to the Directors of Cbus and published on page 90 of the Cbus Annual Integrated Report 2019. |
| **GRI 103 Management approach** | |
| 103-1 Explanation of the material topic and its Boundary | 2019 Annual Integrated Report and supplements |
| 103-2 The management approach and its components | 2019 Annual Integrated Report and supplements |
| 103-3 Evaluation of the management approach | 2019 Annual Integrated Report and supplements |
| **Material topic – Economic: GRI 201: Economic Performance** | |
| 201-1 Direct economic value generated and distributed | 2019 Annual Integrated Report, pages 87-89. |
| 201-2 Financial implications and other risks and opportunities due to climate change | 2019 Annual Integrated Report, page 64.<br>2019 Responsible Investment supplement, pages 20-22. |
| **Material topic – Environmental: GRI 302: Energy; GRI 305: Emissions; GRI 306 Effluents and waste** | |
| 302-1 ci) In joules, watt- hours or multiples, the total electricity consumption cii) heating consumption | Cbus Property Sustainability Report for calendar year 2018, pages 15-16.<br>**www.cbusproperty.com.au/sustainability/results** |
| 305-1 and 305-2 Scope 1 and 2 emissions | Cbus Property Sustainability Report for calendar year 2018, page 16.<br>**www.cbusproperty.com.au/sustainability/results**<br>2019 Responsible Investment supplement, page 25. |
| 306-1 water discharge by quality and destination | Cbus Property Sustainability Report for calendar year 2018, page 16.<br>**www.cbusproperty.com.au/sustainability/results** |
| **Material topic – Social: GRI 401: Employment** | |
| 401-1 New employee hires and employee turnover | 2019 People, Culture and Remuneration supplement, page 11. |
| 401-2 Benefits provided to full-time employees that are not provided to temporary or part-time employees | 2019 People, Culture and Remuneration supplement, page 4. |
| 401-3 Parental leave | 2019 People, Culture and Remuneration supplement, page 7. |

# GRI Standards content index
continued

| GRI Standards and disclosure | Cbus Report / Supplement / URL |
|---|---|
| **Material topic – Social: GRI 403: Occupational health and safety** | |
| 403-2 Types of injuries and rate of injuries, occupational diseases, lost days and absenteeism and work related fatalities | 2019 People, Culture and Remuneration Supplement, pages 9, 15 |
| **Material topic – Social: GRI 404: Training and Education** | |
| 404.1 Average hours of training per year per employee | 2019 People, Culture and Remuneration supplement, page 14. |
| 404.2 Programs for upgrading employee skills and employee transition programs | 2019 People, Culture and Remuneration supplement, page 8. |
| 404.3 Percentage of employees receiving regular performance and career development reviews | 2019 People, Culture and Remuneration supplement, page 8. |
| **Material topic – Social: GRI 405: Diversity and equal opportunity; GRI 406: Non-discrimination** | |
| 405.1 Diversity of governance bodies and employees | 2019 People, Culture and Remuneration supplement, page 12. |
| 405.2 Ratio of basic salary and remuneration of women to men | 2019 People, Culture and Remuneration supplement, page 11. |
| 406.1 Incidents of discrimination and corrective actions taken | 2019 People, Culture and Remuneration supplement, page 6. |
| **Material topic – Other material aspects** | |
| Retirement Readiness Index | 2019 Annual Integrated Report, pages 42-43. |
| Arrears | 2019 Annual Integrated Report pages 32, 42 and 68. |
| **Material Aspects: Financial Services Sector Supplement** | |
| FS 10: % and number of organisations held in the portfolio with which the organisation has interacted with on environmental or social issues | 2019 Responsible Investment supplement, pages 11-13. |
| FS 11: Percentage of assets subject to positive or negative environmental or social screening | 2019 Responsible Investment supplement, page 26. |
| FS 12: Company voting policies applied to environmental or social issues | **www.cbussuper.com.au/content/dam/cbus/files/governance/reporting/Key-Voting-Positions.pdf** |
| FS 14: Initiatives to improve access to financial services for disadvantaged people | 2019 Annual Integrated Report, pages 38, 39 and 42. |
| FS 16: Initiatives to improve financial literacy by type of beneficiary | 2019 Annual Integrated Report, pages 38 and 42. |