

Gannawarra Shire Council 2024 Gender Equality Progress Report

Gender impact assessments

Table 1 - Gender impact assessments progress							
Required	Required	Required	Required	Required	Required	Recommended	Recommended
Title	Subject	Description	Status	Confirm if actions taken	Describe actions taken	Confirm intersectionality considered	Explain intersectional lens applied
<p>What is the title of the policy, program or service that was the subject of the GIA?</p> <p>Please use one row for each GIA completed. When reporting on multiple actions taken, include this information in the relevant single cell.</p>	<p>Was the subject of the GIA a policy, program or service?</p> <p>For definitions of policies, programs and services, please refer to the guidance materials at Appendix A: Glossary of terms.</p> <p>Use the drop-down menu in the cell to select your answer.</p>	<p>Provide a description of the policy, program or service subject to the GIA.</p>	<p>Was the policy, program or service new, or up for review?</p> <p>Use the drop-down menu in the cell to select your answer.</p>	<p>Were actions taken to develop or vary the policy, program or service to meet the needs of people of different genders, address gender inequality and promote gender equality as a result of the GIA?</p> <p>Use the drop-down menu in the cell to indicate whether or not actions were taken as a result of the GIA.</p>	<p>Describe the actions taken to develop or vary the policy, program or service to meet the needs of people of different genders, address gender inequality and promote gender equality.</p> <p>When reporting on multiple actions taken, include this information in one cell. You can press alt+enter to include new lines.</p>	<p>Was it considered that gender inequality may be compounded by disadvantage or discrimination that people may experience on the basis of intersectionality?</p> <p>Use the drop-down menu in the cell to select your answer.</p>	<p>Explain how an intersectional lens was applied while completing the GIA.</p> <p>If this was not done, explain why this was not practicable.</p>
Glasshouse Project	Service	<p>Facility to be built at Kerang's Sir John Gorton Library to provide space for new and emerging community programs to connect, collaborate, create and celebrate together.</p> <p>This large community space will be an extension of the current library and will be suitable for meetings, conferences, events, emerging community needs and extended library programs (particularly those that involve technology and youth engagement).</p>	New	No action taken	<p>The Gender Impact Assessment was based on the space build only, so does not in itself demonstrate a positive or negative gender bias.</p> <p>The main issues identified were the need for additional security, access and toilet facilities.</p> <p>Recommendation is for further GIAs on individual programs and services to be provided from the Glasshouse, once the building is complete.</p>		
Process to develop a Gannawarra Fair Access Policy	Policy	The policy aims to support equitable and inclusive, safe access to community sports infrastructure in Gannawarra Shire.	New	Yes	<p>The lived experience of the community who access publicly owned community sports infrastructure was gathered and considered, along with potential barriers to access for people of different genders.</p> <p>Council staff met with the Office of Women in Sport and Recreation to discuss the process to develop a draft Gannawarra Fair Access Policy that meets the requirements of the Fair Access Policy Roadmap, which aims to deliver equitable access to publicly owned community sports infrastructure helping to level the playing field for women and girls in community sport.</p> <p>Council staff applied a gender lens to develop a draft Gannawarra Fair Access Policy.</p> <p>Council engaged Women's Health Loddon Mallee to help assess the draft policy and its alignment to Victoria's Gender Equality Act 2020 to ensure it meets the needs of people of different genders, addresses gender inequality, and promotes gender equality.</p>		
Public Street Lighting Council Policy No. 149	Policy	The policy provides guidance on the design, installation, and management of public street lighting within the Gannawarra Shire, including providing a consistent approach for the provision of public lighting enabling it to support the safe movement of vehicular and pedestrian traffic at night.	For Review	No action taken	<p>Consultation with issue raisers to understand concerns/problems with public street lighting.</p> <p>Review of policies from other Councils was conducted.</p> <p>Discussion about perception of safety at night for all genders and importance of need for adequate lighting/spacing.</p> <p>Consideration of budget implications and scope of work required to upgrade whole townships.</p> <p>No change to initial proposal as current street lighting is adequate and policy has been reviewed to ensure new public street lighting installed is generally in accordance with relevant Australian Standards, applicable Road Design Guidelines, and applicable best practices for contributing to the sustainability and amenity of the municipality.</p>		
Community Grant Program Review	Program	Community Grants Program delivered annually where community groups within the Gannawarra Shire can apply for grants up to \$5,000 to support a project or event.	For Review	Yes	<p>Having not previously viewed the Community Grants Program through a gender lens, the assessment team agreed that the intention of Council's Community Grants Program is to support all members of the community.</p> <p>Barriers to applicants were discussed, including:</p> <ul style="list-style-type: none"> * The Community Grant Guidelines and Application Form being online * Some of the Application Form questions being complicated such as the alignment to the Council Plan and other Council strategies * Lack of resources for some community groups to submit quality application * Digital literacy skills * Access to the internet <p>The team concluded that the issue to address is to determine whether or not the Community Grants Program encourages applications from gender diverse community groups and also whether the Grant Guidelines and Application Form encourages projects and events that support gender equality across Gannawarra communities.</p> <p>After applying an internal gender lens to the Community Grants Program Guidelines and Application Form prior to the 2024 funding round and making changes, a number of recommendations were made.</p> <p>The specific recommendations to implement being:</p>		

Strategies and measures

Table 2.1 - Strategies and measures progress												
Required	Required	Required	Recommended	Recommended	Recommended	Recommended						
Strategies and measures	Status	Status description	Evaluation of success	Timeline	Responsible	Relevant indicator(s)						
						1	2	3	4	5	6	7
<p>List your organisation's strategies and measures. Include one strategy or measure per row.</p> <p>These are the planned actions that you have outlined in your GEAP to promote gender equality in your workplace.</p>	<p>Assign each strategy or measure a status from the following list:</p> <ul style="list-style-type: none"> • 'Complete' indicates that all planned activities related to this strategy or measure have been finalised. • 'In progress' indicates that the activities under this strategy or measure are progressing but not yet complete. • 'Ongoing' indicates that the activities under this strategy or measure do not have an end-date and will be addressed on a continual basis. • 'Not started' indicates that the planned activities related to this strategy or measure have not yet commenced, including those that are intended to commence in future years. This should include strategies or measures that have been delayed. • 'Void' indicates that this strategy or measure appeared in your defined entity's GEAP, but has since been cancelled. 	<p>Describe your progress in implementing each strategy or measure in your GEAP.</p> <p>In particular, you need to explain:</p> <ul style="list-style-type: none"> • Why you have selected that status from the drop-down menu; and • Whether the status indicates any delay or change from what was planned in your GEAP and if so, the reason for this change. 	<p>Evaluating the success of each of your strategies or measures may include:</p> <ul style="list-style-type: none"> • tracking against pre-identified success markers. These markers may have been specified in your GEAP. • other evaluation markers that may not have been specified in your GEAP, such as participation levels, outcomes, or changes resulting from the strategy or measure, • other ways the strategy or measure has contributed to promoting gender equality in your defined entity. 	<p>If your GEAP included a timeline for action or implementation for your strategies and measures, include this timeline below.</p> <p>If you did not include a timeline in your GEAP, we highly recommend you do so in this progress report by including a timeline below.</p>	<p>Include the role or team responsible for implementing of each strategy or measure.</p>	<p>Identify one or more indicators for each strategy or measure that the action was designed to address.</p> <p>See the Indicators key to the right of this table for a description of each workplace gender equality indicator.</p>						
To improve our understanding of the gender and diversity profile of our workforce.	In progress	This measure is in progress as the annual staff training calendar is developed to identify and address areas needed for increased staff awareness and skills. Additionally an update of the employee online learning platform to include training and awareness of potential issues and the importance of inclusion within the workplace is underway.										
To raise awareness of gender equality and intersectional gender inequality.	Ongoing	This measure is ongoing as the newly created Coordinator Inclusive Communities position has been appointed as a dedicated role to raise staff awareness and embed gender equity across the organisation. Other ongoing awareness actions include the employee assistance program provider with specialist helpline services offered, including LGBTIQ Helpline and Domestic and Family Violence Helpline.										
Review payroll system to determine options to collect and report on diversity data.	In progress	The current payroll system does not have the capability to capture diversity data. This measure is in progress as reviews of current systems and processes are continuing.										
Review and update employment forms to allow for gender and diversity data collection.	In progress	Review of current employment forms has commenced, including recruitment forms. Feedback on current forms has been collected.										
Increase the visibility of women as Councillors.	Ongoing	This measure is ongoing and aligns with measure two.										
Increase the transparency of progression and remuneration increases.	Complete	This measure is complete. The Enterprise Agreement provides transparency of remuneration, quantum and timing of increases across the agreement period.										
Review equity of management structure.	Complete	This measure is complete. Management and executive structure review confirms equity in remuneration.										
Develop and implement a sexual harassment policy.	Complete	This measure is complete. The Sexual Harassment Policy (policy number 051), was endorsed in December 2022, next due for review in 2025.										
Develop and deliver sexual harassment training.	In progress	This measure is in progress. Sexual harassment training has been incorporated into the annual all staff training calendar. Additionally a dedicated online training module is currently being finalised for Corporate Induction for all new starters.										
Review advertising to attract greater gender diversity in applicants.	Ongoing	This measure is ongoing. Advertising is continually reviewed with each vacancy and the Recruitment Policy supports a wide range of advertising options.										
Implement new recruitment system to allow for greater diversity data collection and reporting.	In progress	This measure is in progress. Demonstrations of recruitment systems to ascertain suitability, and affordability has commenced.										
Promote leave options and flexible working arrangements to staff of all genders.	Ongoing	This measure is ongoing. Flexible work options have guidelines and procedures aligned with the Workplace Harmony Policy (policy number 003). The Enterprise Agreement provides for staff to have the right to request flexible working arrangements.										
Increase staff awareness of gender stereotyping and the impacts this can have on decision making.	Ongoing	This measure is ongoing. The newly created Coordinator Inclusive Communities position works closely with the People and Culture team to increase staff awareness and embed the gender equity across the organisation.										
Develop strategies to increase the gender diversity of our teams.	In progress	This measure is in progress. The Workforce Plan is under review to more closely align strategies. This review includes increase gender diversity within teams.										

Indicators key
1. Gender composition of all levels of the workforce.
2. Gender composition of governing bodies.
3. Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender.
4. Sexual harassment in the workplace
5. Recruitment and promotion practices in the workplace.
6. Availability and utilisation of terms, conditions and practices relating to: - family violence leave - flexible working arrangements - working arrangements supporting employees with family or caring responsibilities
7. Gendered segregation within the workplace

Resourcing your GEAP

Table 2.2 - Allocation of resources to implement the strategies and measures in your GEAP
<p>Recommended</p>
<p>You might consider some or all of the following, in addition to any other aspects you consider relevant:</p> <ul style="list-style-type: none"> • Who implements the strategies and measures in your GEAP? What role do they perform at what level in your defined entity? • How many staff members/FTE are allocated to implementing the strategies and measures? • Was enough resourcing allocated to successfully implement your strategies and measures? If not, how will this be addressed?
<p>Your Comments</p>
<p>Implementation of the strategies and measures in our GEAP has been driven by our People and Culture. We have also appointed a new role in 2024, Coordinator Inclusive Communities, which is dedicated to developing and implementing effective strategies, partnerships and programs that support Gannawarra to be an inclusive community. This new role will coordinate a project steering group to focus on driving the strategies and actions outlined in our GEAP, as well as continuing to develop clear understandings of gendered impacts to inform the design of policies, programs and services to deliver better gender equality and inclusiveness across our organisation and the Gannawarra community. With this added resource the organisation will be better equipped to continue embedding these understandings and processes within our organisation to promote and raise awareness of the importance of gender equality and to recognise and address the factors that impact it.</p>

Workplace Gender Equality Indicators

Table 3 - Workplace gender equality indicators progress									
Required	Required	Required	Recommended					Recommended	
Indicator	Confirm if progress made	Progress description	Factors					Factors discussion	
			a	b	c	d	e	f	g
<p>This column contains the seven workplace gender equality indicators. Complete the 'required' fields, and you are encouraged to complete the 'recommended' columns, to the right of each indicator.</p>	<p>Indicate whether your organisation has made progress in relation to the workplace gender equality indicators.</p> <p>Use the drop-down menu in the cell to select 'yes' or 'no.'</p>	<p>Demonstrate your progress in relation to each workplace gender equality indicator.</p> <p>In this column, please explain why you believe changes in your data do or do not represent progress against each indicator. Refer explicitly to quantitative changes in the data between your previous workplace gender audit and your progress audit. If you wish, you may also make reference to any strategy or measure from your GEAP that supported, or was designed to support, progress against that indicator.</p>	<p>Indicate below whether or not one of these factors has affected your organisation's progress against each indicator. You are encouraged to reference these factors in your discussion in column L.</p> <p>See the Factors key to the right of this table for a description of each factor.</p>					<p>If you have selected 'yes' to any of the factors in the recommended columns to the left, you are encouraged to complete this column.</p> <p>This column allows you to discuss each factor that has affected your organisation's progress in relation to any of the workplace gender equality indicators.</p>	
Gender composition of all levels of the workforce	Yes	<p><u>Overall gender composition of the workforce remained steady from 2021 to 2023:</u></p> <p>In 2021, we had 71% women, 29% men, and 0% self-described. In 2023, we had 72% women, 28% men, and 0% self-described.</p> <p><u>Overall gender composition of the workforce by employment basis:</u></p> <p>Full-time permanent/ongoing percentage of women in the workforce remained steady with 15.22% in 2021 and 15.18% in 2023, however the percentage of men increased by approximately 11% from 58.95% in 2021 to 69.77% in 2023.</p> <p>Full-time contracts decreased for women from 1.74% in 2021 to 0 in 2023. Full-time contracts also decreased for men from 7.37% in 2021 to 2.33% in 2023.</p> <p>The majority of women in our workforce occupy part-time permanent/ongoing positions which increased by approx. 7% for women, going from 45.22% in 2021 to 52.68% in 2023. Men who occupied part-time permanent/ongoing positions increased by 2% going from 8.42% in 2021 to 10.47% in 2023.</p> <p>Part-time casual positions remained fairly steady and only make up a slight number of the workforce. Women in these positions went from 0.43% in 2021 to 2.11% in 2023 and men decreased from 0.89% in 2021 to 0 in 2023.</p> <p>Casual positions were occupied by 37.39% of women in the workforce in 2021 which decreased by approx. 6% to 31.25% in 2023. Men who held casual positions also decreased with 23.16% employed in 2021 compared to 17.44% in 2023.</p>							
Gender composition of governing bodies	No	Gender composition of the governing body remained the same in 2023 as 2021 with 86% men and 14% women. We would expect no change in these figures between November 2020 and November 2024 being the election term.							
Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender	No	Our organisation operates under an enterprise agreement which provides for salary ranges in accordance with role, responsibilities and requirements regardless of gender. The data indicates there has been a shift in the median base salary pay gap of 4.4% in 2021 to 8.1% in 2023. This may be reflective of staff numbers in particular areas of the organisation, such as Children's Services, Community Care and the Depot. The bandings of these roles are reflected in the enterprise agreement, which includes the level of qualifications directly related to remuneration level and key responsibilities, not gender.							
Sexual harassment in the workplace	Yes	<p>In both 2021 and 2023 we had 0 formal sexual harassment complaints.</p> <p><u>People Matters Survey data:</u></p> <p>Our employee experience data showed that 7% of women experienced sexual harassment behaviours at work compared to 8% in 2023, a slight increase of 1%. In 2021, 0% of men responded that they had experienced sexual harassment behaviours at work compared to 4% in 2023, an increase of 4%.</p> <p>In 2021, 62% of women responded that they felt safe to challenge inappropriate behaviour at work which increased by 4% in 2023 to 68%. There was a bigger increase in men feeling safe to challenge inappropriate behaviour at work, going from 59% in 2021 to 84% in 2023, an increase of 25% of respondents.</p> <p>The percentage of respondents who agreed that our organisation takes steps to eliminate bullying, harassment and discrimination increased from 2021 to 2023, going from 61% of women in 2021 to 68% in 2023 and 66% of men in 2021 compared to 68% in 2023.</p> <p>There was a decrease in the percentage of women who agreed that our organisation encourages respectful workplace behaviours, with 76% in 2021 down to 71% in 2023. However there was an increase in positive responses from men, with 72% agreeing to that statement in 2021, increasing by 16% to 88% in 2023.</p>							
Recruitment and promotion practices in the workplace	No	<p>In 2021, employee experience data showed that 46% of women and 56% of men agreed that our organisation makes fair recruitment and promotion decisions based on merit. There was no data displaying a response to this exact question in our 2023 data, however 41% of women and 56% of men believed that the promotion process in our organisation are fair.</p> <p>The percentage of women who agreed that they have an equal chance at promotion in our organisation decreased by 10%, with 48% of positive responses in 2021 compared to 38% in 2023. The percentage of men who agreed to this same question increased by 14%, from 50% in 2021 to 64% in 2023.</p> <p>There was no data to compare across the reporting periods if gender, being Aboriginal and/or Torres Strait Islander, cultural background, sexual orientation, disability, or age are barriers to success in our organisation. This information will need to be collected for future comparisons to gauge a better understanding of, and address, employee experience of potential barriers within the workforce.</p>							
Availability and utilisation of terms, conditions and practices relating to: - family violence leave; and - flexible working arrangements; and - working arrangements supporting employees with family or caring responsibilities	Yes	<p>Our organisation did not collect workforce data on formal flexible working arrangements, gender composition of people in the organisation who have taken parental leave or the number of people who exited the organisation during parental leave.</p> <p>Our employee experience data showed that the percentage of women who agreed that our organisation would support them if they needed to take family violence leave increased by 5%, with 83% responding positively in 2021 compared to 88% in 2023. The number of men who agreed with this statement also rose, with 81% of positive responses in 2021 compared to 96% in 2023, an increase of 15%.</p> <p>The percentage of women who agreed that they would be given due consideration if they requested a flexible work arrangement decreased slightly, from 70% in 2021 to 67% in 2023. The percentage of men who agreed with this statement increased slightly, from 69% in 2021 to 72% in 2023.</p>							
Gendered segregation within the workplace	Yes	<p>Workforce data shows that the composition of managers within the organisation has become more balanced, increasing the percentage of women in these roles by 4% between 2021 and 2023, going from 37% in 2021 to 41% in 2023.</p> <p>The uneven gender composition in some major groups of the organisation, such as Technicians and Trade workers and Community and Personal Service workers is reflective of staff numbers employed in particular areas of the organisation, such as Children's Services, Community Care and the Depot.</p> <p>In the Composition of workforce by occupational category and gender, due to being a small rural council, in many cases across the organisation we have just one person assigned to a specific role. So for example, when it states that we have 100% men listed as a Public Relations Professional or 100% women in a Graphic Designer position, this is due to there being only one person employed in those roles.</p>							