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**
What is the title of the policy, program or service that was the subject of the GIA? Please use one row for each GIA completed. When reporting on multiple actions taken, include this information in the relevant single cell.	Was the subject of the GIA a policy, program or service? For definitions of policies, programs and services, please refer to the guidance materials at Appendix A: Glossary of terms. Use the drop-down menu in the cell to select your answer.	Provide a description of the policy, program or service subject to the GIA.	Was the policy, program or service new, or up for review? Use the drop-down menu in the cell to select your answer.	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? Use the drop-down menu in the cell to indicate whether or not actions were taken as a result of the GIA.	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. When reporting on multiple actions taken, include this information in one cell. You can press alt+enter to include new lines.	Was it considered that gender inequality may be compounded by disadvantage or discrimination that people may experience on the basis of intersectionality? Use the drop-down menu in the cell to select your answer.	Explain how an intersectional lens was applied while completing the GIA. If this was not done, explain why this was not practicable.
Rates Payment Collection Policy	Policy	This policy aims to achieve sustainable financial outcome for the council. The policy gives consideration to municipal residents with several options for debt payments through finanical hardship.	For Review	No action taken		No	
Fair Access Policy	Policy	The Fair Access Policy aims to progressively build capacity and capabilities of the Strathbogie Shire in the identification, and elimination of systemic causes of gender inequality in policy, programs, communications, and delivery of services in relation to community sports infrastructure.	New	Yes	Developed communication and education with sporting organisations in conjunction with the regional sports assemblies and state sporting associations on ways they can create a welcoming, inclusive and safe club Committed to develop promotional material for clubs to continue education Committed to undertake facilities auidt to indentify upgrades to become more inclusive Committed to publicly acknowledge and promote clubs annually whose administration (non-playing) staff is 50% or greater comprised of women and girls. Committed to support clubs in capacity building workshops to attract and develop women and girls in volunteer positions at clubs Include in next review of Council's Community Funding Model and recommend weighting criteria to support clubs who can demonstrate strong representation of women and girls in key club positions. Support sporting Leagues and/or associations to undertake club consultation on suitability of playing and training times. All events held by sporting and community organisations be encouraged to have gender balance in public facing roles and commit to showcasing diversity in showcasing and promotion of the event.	Yes	What additional needs might there be for people with disabilities, or from different cultural identities, ages, gender identities, sexual orientations or religions was considered.
Community Engagement Policy	Policy	The Community Engagement Policy outlines how Council will work with our community, seeking their input into Council decisions and projects to create better outcomes.	New	Yes	Amended process to provide broad opportunities for feedback and engagement including online, in person, anonymous, formal and informal Deliberative engagement sessions will be delivered, engaging with a representative section of the community. This is representative of age and gender. Timing of engagement sessions will considered to ensure no gender bias Use of videos to reach wider audience	Yes	What additional needs might there be for people with disabilities, or from different cultural identities, ages, gender identities, sexual orientations or religions were considered.

Gender impact assessments

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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**
Community Strengthening Grants Program	Program	Community Strengthening Grants program provides funding for not for profit community groups to deliver projects. Funds are provided to projects that align with Strathbogie Shire's Council Plan and that bring people together to connect, collaborate, celebrate, upskill, share resources, and put ideas into action.	For Review	Yes	Mandatory question added to the application process asking what the potential positive outcomes of the project are specific to inclusion and gender equity. Amended weighting criteria so that applications that can demonstrate a positive impact on inclusion & gender equity will achieve a higher weighting. Training workshops were conducted during business hours and after 7.30pm to provide options for working women who may also have family duties in the early evening. Assessment panel must have an even split of men and women.	Yes	Analysis completed on how different cultural identities and senior citizens would access and engage with the program. Additional support offered for applicants to apply online. For example one on one hands on support for the elderly with limited computer literacy and non-english speaking applicants. Guidelines were also available in larger print and different languages on request.
Youth Program	Program	Range of programs and services for young people aged between 12 and 25 years. Programs offer youth opportunities to participate in their communities and build knowledge, learn new skills, create networks and relationships	For Review	Yes	Work towards 50/50 gender representation in all youth crews Encourage female representation at Future Leaders Youth Forum and Youth Summits Provide a physical environment where girls feel safe and respected Provide a platform and set rules of engagement to allow girls to engage, communicate and be heard Participate in 16 days of activism campaign and associated advocacy work	Yes	Considered how the program is accessed by people with disabilities, or from different cultural identities, ages, gender identities, sexual orientations or religions and how we can ensure programs can be accessed. New Youth space created with gender neutral toilets and identified need to improve for all abilities access. Created LGBTQIA+ group providing opportunity to meet on a regular basis Joined North East Pride Collective to partner with neighbouring Council's to deliver events in partnership with LGBTQIA+ community Comittment to Celebrate IDAHOBIT Day and fly rainbow flag on Council buildings Committed to ongoing advocacy work for LGBTQIA+ Inclusion
Leasing and Licensing Policy	Policy	The policy supports decision making in relation to occupancy arrangements on Council land in accordance with obligations under the 2020 Local Government Act	New	No action taken		No	
IMPORTANT: When inserting new row(s) to this table, please ensure they are inserted above these two black rows.							

Table 2.1 - Strategies and measures progress

Strategies and measures (Required)	Status (Required)	Status description (Required)	Evaluation of success (Recommended)	Timeline (Recommended)	Responsible (Recommended)	Relevant indicator(s) (Recommended)						
						1	2	3	4	5	6	7
List your organisation's strategies and measures. Include one strategy or measure per row. These are the planned actions that you have outlined in your GEAP to promote gender equality in your workplace.	Assign each strategy or measure a status from the following list: • '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.	Describe your progress in implementing each strategy or measure in your GEAP. In particular, you need to explain: • 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.	Evaluating the success of each of your strategies or measures may include: • 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.	If your GEAP included a timeline for action or implementation for your strategies and measures, include this timeline below. 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.	Include the role or team responsible for implementing of each strategy or measure.	Identify one or more indicators for each strategy or measure that the action was designed to address. See the Indicators key to the right of this table for a description of each workplace gender equality indicator.						
1.1 Improve the ability to capture intersectionality data (e.g. ethnic background, ATSI origin, gender identification) of across organisation, including OHS data	Not started	This has been delayed due to not currently having a way to obtain this data. Council is currently looking into a new HR information system that would store this information.	Success marker: Intersectionality data captured for existing staff and all newly recruited staff	Was 2022 Reviewed to now be 2025	People & Culture	X						
1.2 Support pathways and skill development opportunities for emerging leaders to support them to take the next step	Ongoing	A range of Expression of Interest position have been advertised internally to staff for backfilling leadership roles (to backfill managers when planned to be absent for >2 weeks). Other skill development opportunities are offered on an ad-hoc basis both internally and externally.	Success marker: Number of skill development opportunities provided to emerging leaders	2022 - 2025	Executive Leadership & Management Teams	X						
1.3 Ensure gender equality is specifically identified within Council's Recruitment CEO Directive, Code of Conduct and any other key strategic documents	In progress	Review of documents is expected to progress by 2025.	Success marker: Gender equality idenitifed in all relevant documents	Was 2022 - 2023 Reviewed to now be 2025	People & Governance / Executive Leadership & Management Teams	X						
2.1 Provide opportunities for all genders to represent Council at community and Council events (e.g., opportunity to be guest speaker)	Ongoing	Difficult to get a clear metric of success for this success marker. More work to be done on monitoring the success of this strategic goal.	Success marker: Percentage of gender representation at events	2022 - 2025	Communications & Engagement		X					
2.2 Support for women to stand for council through hosting a Women in Local Government Workshop during Council election year	Not started	To commence in 2024 during the election year.	Success marker: Workshop held during election year	2025	People & Governance		X					
2.3 Support strategic advocacy at the local, state and federal levels that supports all genders to fully and equally participate in community life, including Council life	Not started	Hoping to commence in 2024 , this has been delayed due to the scope and resources required.	Success marker: Number of projects, policies, services advocated her	2022 - 2025	Communications & Engagement / People & Governance		X					
2.4 Provide opportunities for all Councillors to learn about the importance of diversity and gender equity in local government, and the importance of a diversity of views in decision-making processes	Not started	Council is currently under Administration, so this goal can progress after councillor elections take place.	Success marker: Number of opportunities provided	2022 - 2025	People & Governance		X					
2.5 Advocate to Local Government Victoria, the Municipal Association of Victoria and Victorian Local Governance Association to develop ongoing education campaigns around the role of local government	Not started	Hoping to commence in 2024 , this has been delayed due to the scope and resources required.	Success marker: Advocacy completed	2022 - 2025	Communications & Engagement / People & Governance		X					
3.1 Review and report on pay equity (based on position/organisational hierarchy) annually, developing appropriate actions to address any inequitable trends	In progress	Council has identified inequity in remuneration of SEO roles and is currently undertaking to remedy these.	Success marker: Number of actions completed	2022 - 2025	People & Culture			X				
3.2 Provide resources to staff relating to preparing for retirement and building their superannuation with resources aimed at different intersectional groups	In progress	Council has engaged Vision Super (our default superannuation provider) to conduct seminars on retirement annually. Internal Trnasition to Retirement workshops are planned for 2024 with focus on outlining the transition options available as set out in the respective CEO Directive.	Success marker: Number of accessible resources developed, and opportunities provided to staff	2022 - 2025	People & Culture			X				
3.3 Organisation supports wage equity across banding and SEO levels	Ongoing	As part of the most recent EA negotiations Council undertook benchmarking exercise against like councils, and the LGA sector to assess wage equity.	Success marker: Strathbogie compares positively across the LGA sector in area of wage equity	2022 - 2025	People & Culture / Executive Leadership Team			X				
4.1 Collect information regarding the prevalence and nature of sexual harassment within the workplace	In progress	Expected to commence 2024	Success marker: Workplace survey completed biannually	2022 & 2024	People & Culture				X			
4.2 Hold mandatory biannual live training sessions for all staff (sexual harassment)	Ongoing	Training refresher expected tobe delivered in 2024.	Success marker: Percentage of staff that participate in training	2023 & 2025	People & Culture				X			
4.3 All staff attend bystander training to encourage them to speak up and report disrespectful experiences	Not started	Considering outsourcing this training, to be reviewed in 2025.	Success marker: Percentage of staff that participate in training	Was 2022 Reviewed to now be 2025	People & Culture				X			

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.

   Sexual harassment in the workplace
4. Recruitment and promotion practices in the workplace.
5. Availability and utilisation of terms, conditions and pratices relating to:
   - family violence leave
   - flexible working arrangements
   - working arrangements supporting employees with family or caring responsibilities
6. Gendered segregation within the workplace

7.

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
List your organisation's strategies and measures. Include one strategy or measure per row. These are the planned actions that you have outlined in your GEAP to promote gender equality in your workplace.	Assign each strategy or measure a status from the following list: • '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.	Describe your progress in implementing each strategy or measure in your GEAP. In particular, you need to explain: • 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.	Evaluating the success of each of your strategies or measures may include: • 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.	If your GEAP included a timeline for action or implementation for your strategies and measures, include this timeline below. 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.	Include the role or team responsible for implementing of each strategy or measure.	Identify one or more indicators for each strategy or measure that the action was designed to address. See the **Indicators key** to the right of this table for a description of each workplace gender equality indicator.						
4.4 Ensure that we have the structures, practices and culture to respond appropriately to staff and stakeholders affected by violence, discrimination, bullying and sexual harassment	Ongoing	Policies and procedures are updated as they become due for review. Council also requires employees to attend ongoing training.	Success marker: Review of current practices to ensure they are appropriate	Was 2022 Reviewed to now be 2025	People & Culture				X			
4.5 Undertake a biannual staff satisfaction survey to receive anonymous feedback from staff, supported by an action plan developed by the Executive Leadership Team to address issues raised.	In progress	Survey planned for 2024, delayed due to Council being placed under administration.	Success marker: Surveys completed and action plans implemented	2022 & 2024	People & Culture				X			
5.1 Selection panels will include at least one person who has completed unconscious bias training	Ongoing	In line with our recruitment policy, panels are to include 1 member of the HR team. As unconscious bias training is delivered to other staff over time, the number of staff on selection panels who have participated in unconscious bias training will increase.	Success marker: All recruitment panels have one person with unconcious bias training	2022 - 2025	People & Culture					X		
5.2 Create opportunities, support and encourage emerging leaders to take on secondments, act in higher duties and build leadership capability	Ongoing	Internal EOI emails are sent to existing staff when leaders are on planned leave of over 2 weeks.	Success marker: Number of secondment and internal promotion of staff (after Year 1 of the plan, this indicator can change to a target once a baseline has been set)	2022 - 2025	Executive Leadership & Management Teams					X		
5.3 Reduce impact of unconscious bias on recruitment, promotion, performance and career progression decisions, and ensure managers have the skills and behaviours to build gender equality, by ensuring all managers complete unconscious bias training.	In progress	Sourcing a provider of unconscious bias training, training renewal intended for 2024.	Success marker: 100% of people leaders have completed unconcious bias training	2022 & 2024	People & Culture					X		
5.4 Ensure that we have the structures, practices and culture to promote and develop our staff, and that all staff are given equal opportunity to develop and apply for roles	Not started	We are expecting to conduct a review of current practices, however this has not commenced yet due to working on implementing a new HR system.	Success marker: Review of current practices to ensure they are appropriate	2023	People & Culture					X		
5.5 Create opportunities, support and encourage staff to participate in career development opportunities such as training in line with their goals	Not started	Council conducts annual performance and development plans which capture any desired/required training. Employees are also encouraged to request training, and Council provides support for paid study leave for employees undertaking training.	Success marker: 70% of staff participate in career development opportunities annually	2022 - 2025	Executive Leadership & Management Teams					X		
5.6 All recruitment panels have diversity in gender representation	Ongoing	Council's recruitment checklist indicates that the panel should consist of 3 people and ideally a mix of women and men.	Success marker: 100% of recruitment panels have gender representation	2022 - 2025	People & Culture					X		
6.1 Improve the ability to capture and report on flexible work arrangements	In progress	We are capturing more formal flexible work arrangements such as altered start finish times, compressed hours, and work from home but we are still not capturing all informal flexible work arrangements and some work from home. Hopefully with implementation of the new HR system we will also be able to capture this better.	Success marker: Flexible work arrangements captured	Was 2022 Reviewed to now be 2025	People & Culture						X	
6.2 Ensure Council's EA is in line with best practice provisions regarding Family Violence leave and entitlements	Complete	The National Employment Standards states that all employees are entitled to 10 days of paid family and domestic violence leave each year. Our EA allows staff to access 20 days per year of paid leave.	Success marker: Family Violence leave and entitlements are to be in line with best practice	2023	People & Culture						X	
6.3 Improve leaders' awareness of Family Violence provisions and support for employees, including taking domestic and family violence training	Not started	Expected to commence 2024	Success marker: Training provided to people leaders biannually	2022 & 2024	People & Culture						X	
6.4 Promote and support the take-up of flexible work arrangements by all staff through formal and informal communication channels	Ongoing	Flexible working arrangement applications have increased, will review again ongoing and in 2025.	Success marker: Increase of flexible work arrangements across organisation	2022 - 2025	People & Culture Management Team						X	
7.1 Utilise media and communication opportunities to promote non-stereotypical gender roles and raise awareness of gender equality and violence against women	Not started	This is expected to commence in 2024. Council is recruiting for an Executive Manager Communications, Engagement and Advocacy and will hopefully make progress after this appointment.	Success marker: Number of internal & external communications relating to gender equality	2022 - 2025	Communications & Engagement							X
7.2 Monitor shared workplace tasks (for example, meeting preparation, minute taking) to ensure no unconsciously biased workplace behaviours	Not started	Expected to commence 2024	Success marker: Tasks shared between team members equally regardless of gender	2022 - 2025	Management Team							X
7.3 Development and implementation of a gender impact assessment tool to enable organisational planning and development drive gender equality	Complete	The GIA tool is in use and policies are being reviewed as they become due.	Success marker: Gender Impact Assessments conducted on all policy and plans when introduced or reviewed	2022 - 2025	People & Culture							X

IMPORTANT: When inserting new row(s) to this table, please ensure they are inserted above these two black rows.

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.

   Sexual harassment in the workplace
4. Recruitment and promotion practices in the workplace.
5. Availability and utilisation of terms, conditions and pratices relating to:
   - family violence leave
   - flexible working arrangements
6. - working arrangements supporting employees with family or caring responsibilities

   Gendered segregation within the workplace

7.

Resourcing your GEAP

Table 2.2 - Allocation of resources to implement the strategies and measures in your GEAP
Recommended
You might consider some or all of the following, in addition to any other aspects you consider relevant: • 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?
Your Comments
Council does not have a dedicated resource such as a Gender Equity Project Officer. The responsibility for the implementation of GEAP sits with the Manager, People and Culture and the Executive Leadership Team. GEAP strategies and measures are implemented on an ad-hoc basis using the existing HR and Council resources available.

Workplace Gender Equality Indicators

Table 3 - Workplace gender equality indicators progress											Factors key:
Required	**Required**	**Required**	**Recommended**							**Recommended**	**a.** The size of the defined entity, including the defined entity's number of employees.
			Factors								**b.** The nature and circumstances of the defined entity, including any barriers to making progress.
Indicator	**Confirm if progress made**	**Progress description**	a	b	c	d	e	f	g	**Factors discussion**	**c.** Requirements that apply to the defined entity under any other Act, including an Act of the Commonwealth.
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.	Indicate whether your organisation has made progress in relation to the workplace gender equality indicators. Use the drop-down menu in the cell to select 'yes' or 'no.'	Demonstrate your progress in relation to each workplace gender equality indicator. 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.	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. See the **Factors key** to the right of this table for a description of each factor.							If you have selected 'yes' to any of the factors in the recommended columns to the left, you are encouraged to complete this column. 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.	**d.** The defined entity's resources. **e.** The defined entity's operational priorities and competing operational obligations. **f.** The practicability and cost to the defined entity of making progress. **g.** Genuine attempts made by the defined entity to make progress.
Gender composition of all levels of the workforce	Yes	In our 2021 audit, women represented 50% of our workforce, and men represented 50% of our workforce. In our 2023 progress audit, women represent 52% of our workforce and men represent 48% of our workforce. This indicates a 2% increase from our 2021 audit data. The composition of our workforce at an Director, Manager and Coordinator/Supervisor level (-1 to -3 levels to CEO) has shown an increased participation of women in the '-1 level to CEO' , a slight decrease in the '-2 level to CEO', and no change to the '-3 level to CEO'. In 2021, women represented 60% of employees -1 Levels to CEO, in 2023 this increased to 75% in 2023. In 2021, women represented 29% of employees -2 levels to CEO, in 2023 this decreased to 22% in 2023. in 2021, women represented 67% of employees -3 levels to CEO, in 2023 this was unchanged. The composition of the remaining employee groups also showed an increase in womens participation with '-4 levels to CEO' increasing from 25% women in 2021, to 56% women in 2023. In 2021, women represented 25% of employees -4 levels to CEO, this increased to 56% in 2023. Additionally, there was a 6% increase of these positions offered as part-time permanent. In 2021, women represented 51% of employees -5 levels to CEO this increased to 52% in 2023. Women in part-time permanent roles represented 22% of the total employee group in 2021, and increased to 27% in 2023.	No	Yes	No	Yes	No	No	Yes	Outdoor work, technical and trade type roles are predominately male-dominated, and as such positions at the -4 levels to CEO and -5 levels to CEO may have increased difficulty in attracting women/gender diverse individuals to these roles. Council does not have a dedicated resource such as a Gender Equity Project Officer so is using existing resources to progress this work. Council consistently makes a genuine effort to progress gender equality in recruitment and selection practices, including advertising the position as having full-time or part-time employment options, negotiated start and finish times, 9 day fortnight, compressed working hours, working from home up to 40% of worked hours, and an increased span of hours available for employees working from home to facilitate increased flexibility. The ability to request a flexible working arrangement is available to all employees.	
Gender composition of governing bodies	Yes	In 2023 the Chairperson identifies as a woman, whereas in the 2021 audit the Chairperson identified as a man. The composition of the members of the governing body in 2021 consisted of 57% women, which has decreased in 2023 to 43% women, however as there are a total of 6 members of the governing body, while this is a significant result it represents a -2 change to women participants as members and a net change of -1 to women to the composition of the governing body.	No	No	No	No	No	No	No		
Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender	Yes	In both 2021 and 2023, Council have an overall negative/inverse gender pay gap. In 2021 the 'Mean total remuneration pay gap' was -9.8% compared to 2023 where the 'Mean total remuneration pay gap' was -6.3%. When comparing the 2021 data 'Median total remuneration pay gap by Level to CEO and gender' there is a gender pay gap of 3.6% at '-3 levels to CEO' which in 2023 decreased to 3.1%. The 2021 audit data also shows a 3.1% 'Median total remuneration pay gap by Level to CEO and gender' at -1 levels to CEO, which has been rectified in the 2023 data, now showing a -1.7% pay gap. This represents a net improvement of 4.8%.	No	No	No	No	No	No	Yes	Although the data will not be captured in this audit, Council has conducted a review of the pay rates of employees in management positions and has remedied inequities identified through this process.	
Sexual harassment in the workplace	Yes	In our 2021 audit, 5% of women and 7% of men reported experiencing sexual harassment behaviours at work. The percentage of these who submitted a formal complaint is not known for the 2021 data. Comparably, in 2023 6% of women and 0% of men reported experiencing sexual harassment behaviours at work. No respondents in our 2021 People Matter Survey identified as gender diverse. We also didn't record any formal sexual harassment complaints in our 2021 workforce reporting data from employees of self-described gender. In our 2023 employee experience survey, no respondents identified as non-binary or gender diverse. In the People Matter Survey 2021 the most common reported experience of sexual harassment behaviours experienced by women was 'Sexually suggestive comments or jokes that made you feel offended (in either a group or one on one situation)', which was reported by 4% of women respondents. No data was available from the 2023 People Matter Survey due to the minimum number of responses to receive a report. We consider that the anonymous nature of the People Matter Survey data provides an accurate representation of sexual harassment. The increased sexual harassment reported via the survey data may indicate 'no progress' was made against sexual harassment behaviours perpetuated towards women by our organisation against this indicator. However, the results do indicate a net reduction in sexual harassment (12% in 2021 down to 6% in 2023) has been achieved, and therefore progress has been made. The decrease in reporting of sexual harassment behaviours reported by men (decrease from 7% in 2021 to 0% in 2023) indicates that sexual harassment behaviours have decreased, however due to the size of the employee group, results of the 2025 survey will be useful in determining if this is a statistical anomaly or a behavioural trend, and provide insight into the success of Council's efforts to decrease sexual harassment behaviours. Council has a commitment to hold mandatory biannual live training sessions for all staff around sexual harassment (strategy 4.2) and will review the success of this metric by 2025.	Yes	No	No	No	No	No	No	Overall the sexual harassment data shows a decrease in behaviours, however due to the size of the employee group and the respondent rate of the PMS, it will be useful to see ongoing data to establish a trend pattern.	

Workplace Gender Equality Indicators

Table 3 - Workplace gender equality indicators progress										
Required	**Required**	**Required**	**Recommended** Factors							**Recommended**
Indicator	**Confirm if progress made**	**Progress description**	**a**	**b**	**c**	**d**	**e**	**f**	**g**	**Factors discussion**
Recruitment and promotion practices in the workplace	Yes	*Our 2021 audit results showed that recruitment was 51% women, Higher duties was 53% women, Permanent promotions were awarded to 60% women, and Career development training opportunities were awarded to 45% women. Internal secondment were 100% women, and exits were 53% women.* *Our 2023 audit data shows that while recruitment decisions consisted of only 40% women (decrease of 11%), Higher duties were awarded to women in 52% of cases (increase of 1%). Council has several strategies and measures in place to support the continued appointment of women/gender diverse employees through strategic goal 1.2 'Support pathways and skill development opportunities for emerging leaders to support them to take the next step', as well as strategic goal 5.1 'Selection panels will include at least one person who has completed unconscious bias training', and 5.3 'Reduce impact of unconscious bias on recruitment, promotion, performance and career progression decisions, and ensure managers have the skills and behaviours to build gender equality, by ensuring all managers complete unconscious bias training'.* *The rate of women being appointed to permanent promotions also increased in the 2023 audit, resulting in 64% women (increase of 4%) being successful at permanent promotion.* *Career development training opportunities in 2023 indicated 27% women (decrease of 18%), however this may be explained by Council's continued high proportion of appointment of women to Internal secondments, which in 2023 was 88% women (decrease of 12%). Although this rate decreased compared to 2021 data, it is still a favourable outcome for women employees. This indicate our strategic goal '5.2 Create opportunities, support and encourage emerging leaders to take on secondments, act in higher duties and build leadership capability' is progressing.* *Employee exits were 54% women (increase of 1%), meaning for both 2021 and 2023 women over-represented employee departures from Council considering the recruitment rate of 51% (2021 audit data) and 40% (2023 audit data). This metric will continue to be monitored, and employee exit surveys may be useful in establishing any trend patterns for women exiting.*	No	No	No	No	No	No	No	
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	*In our 2023 audit data, 29% of employees were on a formal flexible working arrangement, and 83% of these were women. 2023 saw an increase in formal flexible working arrangements of 1%, with women making up 77% of those accessing formal arrangements. Council has the strategic goal of improving recording of formalised flexible working arrangements (Strategy 6.1 Improve the ability to capture and report on flexible work arrangements), so will continue to implement this strategy to increase utilisation of flexible working arrangements. Applications for flexible working arrangements are welcomed from all staff members, not just those with entitlement under the NES.* *Although parental leave taken by women increased (average of 17 weeks taken by women in 2021 and average of 40.5 weeks taken by women in 2023) there is still a large discrepancy between the amount of parental leave taken by women and men (average of 2.5 weeks taken by men in 2021 and average of 2 weeks taken by men in 2023).* *Council offers employees who are the primary carer of a child up to 52 weeks of leave - of which 16 weeks are paid for eligible employees. Although this is predominantly used by women, the increase in approvals of formalised flexible working arrangements for men (23% of arrangments in 2023 were held by men; an increase of 5% uptake compared to 2021 audit data) indicates that Council is seeing a shift towards strategic goal 6.4 'Promote and support the take-up of flexible work arrangements by all staff through formal and informal communication channels', and strategic goal 7.1 'Utilise media and communication opportunities to promote non-stereotypical gender roles and raise awareness of gender equality and violence against women'.* *Council has successfully achieved strategic goal 6.2 'Ensure Council's EA is in line with best practice provisions regarding Family Violence leave and entitlements', with the implementation of the most recent Enterprise Agreement which allows staff to access 20 days per year of paid leave (twice the rate prescribed by the National Employment Standards). There are plans for 2024 to provide training to people leaders biannually to improve leaders' awareness of Family Violence provisions and support for employees (strategic goal 6.2).*	No	No	No	No	No	No	Yes	Council has a genuine committment to offering genuine flexibility in addition to formalised flexible working arrangements. While the uptake of arrangements has increased, there is more to be done to address bias and percieved consequences of accessing flexibility.
Gendered segregation within the workplace	No	*Council has employees across 8 classifications of occupations; Managers, Professionals, Technicians and Trades Workers, Community and Personal Service Workers, Clerical and Administrative Workers, Machinery Operators and Drivers, and Labourers.* *In 2021, women represented 59% of Managers, 72% of Professionals, 30% of Technicians and Trades Workers, 67% of Community and Personal Service Workers, 92% of Clerical and Administrative Workers, 0% of Machinery Operators and Drivers, and 23% of Labourers.* *In the 2023 audit, women represented 47% of Managers (decrease of 12%), 84% of Professionals (increase of 12%), 0% of Technicians and Trades Workers (decrease of 30%), 100% of Community and Personal Service Workers (increase of 33%), 77% of Clerical and Administrative Workers (decrease of 15%), 0% of Machinery Operators and Drivers (unchanged), and 16% of Labourers (decrease of 7%).* *The 2023 results show that while representation of women in 'Professionals' positions increased by 12%, which indicated some progress,women in 'Manager' roles decreased to be <50% of all managers. This indicates that overall the gender segregation into stereotypical roles increased.* *Concerningly, 'Community and Personal Service Workers' was previously 67% women, in 2023 changed to 100% women employed in these roles. 'Machinery Operators and Drivers' remained consistent at 0% women, unchanged since the 2021 audit. Women employed in 'Technical and Trades Workers' in 2023 decreased to 0%. Council has two out of four employment classifications that are now 100% occupied by men.*	Yes	No	No	No	No	Yes	Yes	Council hires employees across several areas that are traditionally male-dominated such as 'Machinery Operators and Drivers', and 'Labourers'. Also, 'Community and Personal Service Workers' and 'Clerical and Administrative Workers' roles are predominantly occupied by women. Council recognises there is further progress to be made towards this indicator. While we make genuine efforts to attract and recruit a more gender diverse workforce by implementing the strategies identified in our GEAP, in particular: strategy 2.3 'Support strategic advocacy at the local, state and federal levels that supports all genders to fully and equally participate in community life, including Council life', we often have difficulty attracting women/gender diverse candidates to apply for outdoor (traditionally male-dominated) roles. We note that we are two years into the four-year GEAP implementation period, and as such have not fully implemented all GEAP strategies. The majority of our strategies against this indicator remain in early implementation stage. We believe our genuine efforts to implement strategies against this indicator and measurable progress arising from it may progress slower than other progress indicators, as cultural and community attitudes towards gender-stereotypes in employment change.

Factors key:

a.	The size of the defined entity, including the defined entity's number of employees.