

Gender Equality Progress Report

1 July 2021-30 June 2023



Yarra Ranges Council (Council) acknowledges the Wurundjeri and other Kulin Nations as the Traditional Owners and Custodians of these lands and waterways. We pay our respects to all Elders, past and present, who have been, and always will be, integral to the story of our region. We proudly share custodianship to care for Country together.



YARRA RANGES COMMUNITY VISION 2036

The Yarra Ranges Community Vision 2036 has been developed to describe the communities and Council's aspirations for the future of the municipality. It's based on input from over 1,000 community members.

Whether you live here or visit, you will see how much we care for Country, how inclusive and connected our communities are, and how balanced growth makes this the best place in the world.

CEO MESSAGE

I am pleased to present our inaugural Gender Equality Act Progress Report, covering **1 July 2021 to 30 June 2023**. This report marks the initial phase of our journey towards embedding gender equality principles within our workplace, as outlined in our Gender Equality Action Plan (GEAP) 2021-2025.

Yarra Ranges Council submitted the first Gender Equality Progress Report in February 2024 to the Public Sector Gender Equality Commissioner. The report was deemed compliant with the Act in November 2024.

You may already be familiar with much of the information presented in this report through our formal communication channels. However, we chose to delay the release of the 2021-2023 report until we received the endorsement of the Gender Equity Commission.

What's in the Progress Report

In line with the Gender Equality Amendment Regulations 2023, this report provides:

- Progress Audit Findings: Analysis of workforce data and employee experiences through the People Matter Survey,

tracking progress against the seven workplace gender equality indicators.

- Gender Impact Assessment (GIA) outcomes: Outcomes of policies, programs, and services subjected to a GIA.
- Strategies and Measures: Updates on the implementation of actions in our GEAP.
- Workplace Gender Equality Indicators: Detailed findings from the Progress Audit, accessible via the Commission for Gender Equality in the Public Sector [insights portal](#).

Progress Key Achievements (July 2021 - June 2023)

During this period, we have made significant strides in embedding the actions defined in our GEAP into our work practices. Some of the key actions delivered include:

- Incorporation of the Gender Equality Program into Corporate and Leadership Induction.
- Delivery of 'Responding to Disclosures of Family Violence Training' to leaders and the People & Culture Department.
- Public support and promotion of gender equity, diversity, and inclusion initiatives, such as the 16 Days of Activism against Gender-Based Violence.
- Introduction of a standalone Sexual Harassment Policy and an anonymous reporting mechanism.
- Development and delivery of training on unconscious bias and gender equitable recruitment.

- Introduction of a Family Violence Policy and establishment of a Family Violence Contact Officer Program.
- Re-launch of the Gender Equity Advocates Group and establishment of the Gender Equity Steering Committee.
- Completing 20 Gender Impact Assessments (GIAs) as part of YRC's Gender Impact Assessment Program.

At the halfway mark, we're seeing encouraging progress across three of the seven workplace gender equality indicators:

- **Equal Remuneration for Equal Value:** The mean gender pay gap on annualised FTE base salary decreased from 4.1% in 2021 to 3.2% in 2023. The median pay gap also showed improvement.
- **Flexible Work and Support:** Greater uptake of flexible work and family violence leave, alongside a decrease in employees' experiences of sexual harassment.
- **Recruitment and Promotion:** Increased career mobility and promotion opportunities for women, along with improved satisfaction in learning and development.

Since the reporting period (June 2023), we have continued to build momentum and implement actions from our GEAP, including:

- Integrating an intersectional gender lens into corporate values refreshment.
- Delivering organisation-wide Gender Equity and Bystander training.
- Expanding Responding to Disclosures of Family Violence Training for leaders.

- Applying a gender lens to Enterprise Agreement negotiations.
- Supporting staff in applying intersectional gender perspectives across all work areas.

While this progress report highlights our achievements over the first two years of the GEAP, we recognise that meaningful change takes time.

I am proud of the work completed to date, but we acknowledge there is still much to be done. We continue to face barriers to opportunities based on gender, and there are policies, knowledge gaps, and practices that need improvement to reduce gender-based biases.

This progress gives us hope and motivation to continue our efforts towards a more equitable workplace.



Tammi Rose, Chief Executive Officer
Yarra Ranges Council

OUR VALUES

Council is committed to upholding the following values in all aspects of our work:



We make it Happen: We deliver excellence with passion and pride, showing up and following through for our community.



We do what Matters: We focus on making a positive impact, understanding, and addressing what's important to the people of Yarra Ranges.



We make it Better: We continuously improve through proactive thinking and courageous decision-making, investing in our personal and professional growth.



We do it Together: We collaborate effectively, leveraging our diverse expertise to create a connected, sustainable, and inclusive future for all.

These values guide our actions, shape our culture, and ensure we provide high-quality services with integrity and respect. They are the foundation of our commitment to the Yarra Ranges community and drive us to meet and exceed expectations in all that we do.

WHAT WE WANT TO ACHIEVE

Council has five goals to describe what we are working towards and how we want Yarra Ranges to be in the future. These goals have been developed in response to our communities' priorities and the big issues facing Yarra Ranges. All policies and activities completed by the organisation contribute to one or more of these goals.



Connected and Healthy Communities

Communities are safe, resilient, healthy, inclusive, and socially well connected. Quality services are accessible to everyone.



Quality Infrastructure and Liveable Places

Quality facilities and infrastructure meets current and future needs. Places are well planned and are hubs of activity that foster wellbeing, creativity, and innovation.



Protected & Enhanced Natural Environment

A healthier environment for future generations.



Vibrant Economy, Agriculture and Tourism

Our tourism, agriculture, health, manufacturing, and other industries are leading and dynamic. Strong investment and attraction underpins sustainable economic growth and job creation.



High Performing Organisation

An innovative, responsive organisation that listens and delivers quality, value for money services to our community.

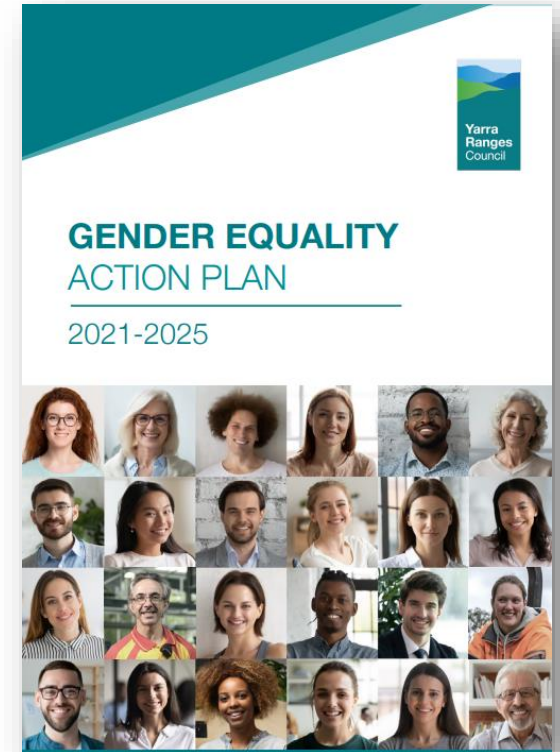
OUR COMMITMENT TO GENDER EQUALITY

Yarra Ranges Council is committed to promoting gender equity, diversity, and inclusion. We are creating a workplace where women, men and gender diverse people from all backgrounds have equitable access to resources, power, and opportunities. We recognise that gender equality is a human right and has significant social, economic and health benefits. Local government has an important role to play in influencing change through the delivery of our programs and services, setting behavioural and cultural standards, and working to change systems and structures that contribute to inequality.

Our commitment is outlined in the Council Plan 2021-2025 and YR Ignite 2021-2025 – Council’s organisational excellence strategy – as well as the Gender Equality Action Plan 2021-2025.

Our vision for Yarra Ranges Council is that:

‘Yarra Ranges is gender equitable, inclusive and diverse. Women, men and gender diverse people have equitable access to resources, power and opportunities. We are brave and fierce in our pursuit of gender equality and human rights, and we all have a role to play. We demand this for ourselves and our community’.



GENDER IMPACT ASSESSMENTS PROGRESS

Council is now required to conduct Gender Impact Assessments on policies, programs and services that have a direct and significant impact on the public.

The below table outlines the progress and actions taken on various policies, programs or services that were the subject of a Gender Impact Assessment (GIA). It includes the title and subject of each policy, program, or service, along with a description and status update.

The table also confirms whether actions were taken to develop or modify these initiatives to address gender inequality and promote gender equality.

Detailed descriptions of the actions taken are provided to illustrate how each initiative meets the needs of people of different genders.



Table 1 - Gender impact assessments progress

| Title | Subject | Description | Status | Actions taken | Describe actions taken |
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| Recreation and Open Space Strategy (ROSS) 2023-2033 | Policy | The Recreation and Open Space Strategy is a framework to guide the way we manage and improve our sport and recreation facilities, parks, community spaces and recreation services. | New | Yes | Female Recreation Sport & Gender Equity Plan developed to accompany ROSS. |
| Health and Wellbeing Plan 2021-2025 | Policy | The Health and Wellbeing Plan 2021-2025 provides a strategic road map for Council to support optimal health and wellbeing of communities across the municipality. The plan reflects and leverages where Council has responsibility, capability, influence, roles and resources to support health and wellbeing. | For Review | Yes | <p>Actions embedded into endorsed Plan:</p> <ol style="list-style-type: none"> 1. Images used throughout Plan to promote gender equity and diversity and inclusion. 2. Gender Equity Lens, Intersectionality and Discrimination included in principles of the Plan (p.14). This further explained on p. 19-21 of Plan. 3. Includes section on gender equity and intersectionality under all seven priorities. 4. Language of some actions re-worded and measures embedded into Action Plan and Corporate Reporting System to capture disaggregated data. |

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| Enterprise Agreement | Policy | The Enterprise Agreement for Yarra Ranges Council is a formal contract outlining the agreed terms and conditions, including entitlements, that the council commits to providing for its employees, defining the working relationship within the organisation. | For Review | Yes | <p>Review of language completed (removed gendered language e.g. she/he). Examples included in agreement reflect the diversity of the workforce.</p> <p>Key changes to EA:</p> <ol style="list-style-type: none"> 1. Introduction of Gender Transition Leave. 2. Role of Workplace Consultative Committee (WCC) in monitoring Gender Equity Action Plan progress, and commitment to WCC reflecting diversity of workforce. 3. Equal Opportunity reflects commitments to gender equity and diversity and inclusion and meeting requirements of GE Act. 4. Amendments to wording in PDP and Training/Development sections to reflect commitment to gender equity. 5. Introduction of Commission for Gender Equality in the Public Sector as a dispute resolution mechanism for gendered issues. 6. Gender neutral terms used for parental leave arrangements (e.g. remove paternity and maternity). 7. Enhanced pre-natal leave. 8. Enhanced flexibility clause including work from home. |
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| Capital Expenditure Program Project Brief Template | Program | Councils are required to prepare and adopt a budget for each financial year and the subsequent 3 financial years. The Yarra Ranges Council Capital Expenditure Program Brief Template ensures all relevant information is collected so that capital projects can be evaluated and prioritised. The brief collects information on project's purpose, timeline, and community benefits, along with funding sources and risk mitigation strategies. Approved projects are published in the Capital Expenditure Program. This is a comprehensive plan for long-term infrastructure investments, enhancing accountability in resource allocation for the fiscal year. | For Review | Yes | <p>The following items were included in the 2024-25 Capital Expenditure Program Brief:</p> <ul style="list-style-type: none"> - Managers checklist item about GE and intersectionality – Manager to complete ‘What level of confidence do you have that gender equality and intersectionality have been considered in the development of this project brief.’ - Two questions about GE/intersectionality under project risk evaluation <ol style="list-style-type: none"> 1. Projects can have differential impacts or unintended consequences for women, men and gender non-binary people. What strategies will be put in place to mitigate unintended or potentially harmful impacts? 2. Projects can have differential impacts or unintended consequences for people based on aspects of identity including: Aboriginality, age, disability, ethnicity, gender identity, race, religion and sexual orientation. What strategies will be put in place to mitigate unintended or potentially harmful impacts? - Two questions about GE/intersectionality under social & economic objectives. <ol style="list-style-type: none"> 1. Have you identified how the project will engage, benefit and impact woman/girls, men’s/boys and gender non-binary people differently? 2. Have you identified how the project will engage, benefit and impact people based on aspects of identity including: Aboriginality, age, disability, ethnicity, gender identity, race, religion and sexual orientation? |
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| Sexual Harassment Policy | Policy | The Sexual Harassment Policy establishes guidelines and procedures to prevent and address instances of sexual harassment within the organisation. It aims to raise awareness among employees, contractors, volunteers, and councillors, emphasising their responsibility to maintain a workplace free from all forms of sexual harassment, promoting a culture aligned with Council's standards. | New | Yes | <p>The policy underwent comprehensive revisions to align with the recommendations outlined in the VAGO Sexual Harassment in LG Report, incorporating best practices from exemplary policies. Additional amendments include:</p> <ol style="list-style-type: none"> 1. The introduction now explicitly highlights YRC's commitment to addressing sexual harassment. 2. The principles section has been strengthened to emphasise the gendered nature of sexual harassment and incorporate principles of intersectionality. 3. Inclusion of explicit references to the Gender Equality Act. 4. Language has been refined to encompass a broader spectrum of gender identities, such as transgender, non-binary, and gender-diverse individuals. 5. Alignment of referenced behaviours with the guidance provided in the Gender Equality Act. 6. Provision of options for a support person or advocate. 7. Inclusion of suggested support services for individuals affected by sexual harassment. |
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| Equal Opportunity Policy & Procedures | Policy | The Equal Opportunity Policy underscores Council's commitment to treating each individual with equality and fostering opportunities for their full potential. It ensures a clear understanding of Council's culture, promoting equal, open, and transparent interactions, free from discrimination, harassment, and bullying. The policy guides appropriate processes for handling issues sensitively and effectively. | For Review | Yes | <ol style="list-style-type: none"> 1. Integration of the Gender Equity vision and commitments in the policy's introduction. 2. Inclusion of explicit Gender Equality commitments within the guiding principles of the policy (section 2.3). 3. Language related to sex and gender has been updated to ensure clarity and inclusivity |
| Recruitment & Temporary Appointments Policy | Policy | The Recruitment & Temporary Appointments Policy outlines Council's process to ensure recruitment is based on merit and follows a fair and equitable process that complies with relevant legislation. Includes new recruits, secondments, and higher duties. | New | Yes | <ol style="list-style-type: none"> 1. A commitment to gender equality featured in both the introduction and guiding principles of the policy. 2. Explicit references to the Gender Equality Act, ensuring alignment with legislation. 3. Review and refinement of the position and advertising/shortlisting sections, incorporating statements that underscore the commitment to gender equity, flexibility, and the promotion of workforce diversity. 4. Implementation of comprehensive panel member training, encompassing requirements related to gender equity, including awareness sessions on unconscious bias and gender-equitable recruitment practices. 5. Establishment of a feedback mechanism for both internal and external candidates, fostering transparency and constructive communication throughout the recruitment process. |

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| <p>Youth Strategic Action Plan 2021-2023</p> | <p>Policy</p> | <p>The Youth Plan 2021-2023 outlines an interim Youth Strategic Action Plan (YSAP) for Council and stakeholders, addressing key priorities for young people and families. Emphasising COVID-19 recovery, the plan targets mental health, employment, coordination, and advocacy to enhance outcomes for youth.</p> | <p>For Review</p> | <p>Yes</p> | <ol style="list-style-type: none"> 1. Includes Council’s Gender Equity vision 2. Highlights young women, disability, LGBTIQ+ and Aboriginal and Torres Strait Islander youth as priority cohorts and recognises the need for targeted interventions and support. 3. Strategic Actions were amended to better reflect gender and intersectional lens. These include: <ol style="list-style-type: none"> a) Challenge gender stereotypes that influence help seeking behaviour. b) Refine purpose and identify role of the Youth Round Table in youth Covid-19 Recovery, ensuring a commitment to gender equity and intersectionality. c) Explore and adapt best practice frameworks to ensure youth voice that is authentic and inclusive, including a youth engagement framework with a gender and intersectional lens. d) Continue to advocate for youth of all genders and backgrounds to be represented on committees, boards and reference groups across Yarra Ranges Council and with our partner organisations. e) Activate community spaces to increase youth access and inclusion, ensuring these are designed with a gender and intersectional lens. f) Strengthen communication, partnerships, and capacity building across the youth and community sector, fostering understanding of intersectionality and inclusion principles. g) Collaborate on strategic initiatives supporting youth engagement and employment, prioritising representation of groups such as young women and Aboriginal and Torres Strait Islanders. |
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| <p>Warburton Mountain Bike Destination Project</p> | <p>Program</p> | <p>The Warburton Mountain Bike Destination project, led by Yarra Ranges Council in collaboration with key partners, aims to create a world-class mountain biking park around Warburton. Focused on enhancing the region's appeal as a significant mountain biking destination, the project envisions a masterplan leveraging the natural beauty of Warburton and promoting physical, social, and mental wellbeing through increased trail ridership. The planning and development of the WMBD project has been underway since 2010, since which time Yarra Ranges Council has undertaken a feasibility study, planning work, impact investigations, and extensive community engagement and consultation.</p> | <p>New</p> | <p>Yes</p> | <p>Actions to date:</p> <ol style="list-style-type: none"> 1. Toilet upgrades at Wesburn Park to improve safety and amenities. Including new external access cubicles, lighting, accessible cubicles. 2. New paved accessible car parking installed at Wesburn Park. 3. Targeted collaboration with women leaders in the local mountain bike club to support growth in participation by women. <p>The operational phase of the project will involve the implementation of several key actions to enhance inclusivity and accessibility. These actions include:</p> <ol style="list-style-type: none"> 4. Develop signage and materials (flyers, maps, website) highlighting key trail features and services likely to be required by women and gender diverse people. 5. Create a calendar of inclusive social programs designed to increase confidence, skills, safety, awareness and build community. 6. Design a guide for Council, partners, and service providers on inclusive language, design, and service development. |
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| Nature Plan 2022-2032 - Protecting our Biodiversity Assets | Policy | The Nature Plan 2022-2032 outlines a strategic vision for safeguarding biodiversity assets. It details key priorities, actions, and resource allocation over the ten-year period. Over the next decade, the plan aims to set clear targets, enhance support for private landowners, secure external funding, and prioritise conservation efforts. Rigorous monitoring and adaptive management strategies ensure effective implementation and annual community reporting on progress. | New | Yes | <ol style="list-style-type: none"> 1. Under Monitoring and Review section (pg. 35): Council's commitment to promoting gender equality in all initiatives is highlighted, with a specific commitment to conducting GIAs for relevant program delivery and projects throughout the 10-year implementation period. 2. Changes made to images within the Plan to better reflect gender and diversity representation. 3. Consultation report highlighted inclusion of gender data in the summary statistics of engagement, though lack of significant gender-based trends in feedback for reporting purposes. |
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| <p>Belgrave South Recreation Reserve Revitalisation Project</p> | | <p>The Belgrave South Recreation Reserve Revitalisation project, funded by the Department of Justice and Community Safety, aims to enhance a community space used for various recreational activities. Engaging with the local community, the project focuses on upgrading facilities, addressing safety concerns, and deterring antisocial behaviour. Key stakeholders include local sporting clubs and residents.</p> | <p>New</p> | <p>Yes</p> | <ol style="list-style-type: none"> 1. Trail lighting has been installed on the path between Arana and Gilmour Courts, a heavily utilised route connecting two exits through a reserve, especially for access to the playground and nearby school. 2. Gender breakdown of consultation data highlighted a preference among women/girls for social and play spaces. The design now carefully separates the active space (pump track) from social gathering areas, providing women and girls with access to social spaces without being dominated by the active centre. 3. The project team are working with a female Indigenous artist and exploring opportunities to incorporate female imagery into the project. 4. To address the gendered usage of the pump track, budget adjustments have been made to ensure a fair distribution across active (pump track) and passive spaces. Social gathering spots, strategically positioned around the playground, now feature innovative seating arrangements aimed at fostering social interaction and play, including u-shaped benches and large boulders. |
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| Council Plan 2021-2025 | Policy | The Yarra Ranges Council Plan outlines our strategic direction, key priorities, and actions over a four-year period, setting a vision for a sustainable future. It details resource allocation, performance measurement, and includes key documents such as the Budget, Capital Expenditure Program, Schedule of Fees and Charges, Council Action Plan, Long-Term Financial Plan, and more. | For Review | Yes | <ol style="list-style-type: none"> 1. Images used throughout Plan promote gender equity and diversity. 2. Communications and EOI process for the Community panel refined, with a focus on diverse recruitment. 3. CEO and mayor messages include commitments to Gender Equity and Diversity and Inclusion and reference to GE Act. 4. Vision statement emphasises a commitment to gender equity and inclusivity in services. 5. Addressing discrimination and disadvantage based on gender and other attributes is recognised as a challenge. 6. Key facts on violence against women integrated, with a call for gender-disaggregated data. 7. 'Our approach' highlights commitments to an intersectional gender lens. 8. Gender Equity and Diversity and Inclusion referenced under the Connected and Healthy Communities pillar and High Performing Organisation pillar. |
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| YR Ignite 2021-2025 | Policy | <p>The YR Ignite Strategy, aligned with the Council Plan's objective of transforming into a High Performing Organisation, centres on four key areas: culture, people, practice, and community outcomes. It aims to cultivate a dynamic and flexible organisation, fostering thriving communities. The strategy guides essential Council initiatives, including customer experience, digital transformation, people strategy, gender equality, diversity and inclusion, activity-based work, and the YR Connect project, enhancing organisational performance and community impact.</p> | New | Yes | <ol style="list-style-type: none"> 1. Vision, principles, and shared commitment now explicitly state commitments to gender equity and inclusion. 2. All strategic pillars (people, practice, culture, process) emphasise commitments to gender equity and inclusion, addressing workplace culture, behaviours, leadership, work lens, and progress monitoring. 3. The Gender Equity Program is highlighted as a key initiative under the culture pillar. 4. The measure of success under the culture pillar includes a specific focus on gender equity ('Increase in gender equity and diversity inclusion amongst YRC staff'). 5. Gender equity considerations are detailed under both legislative and strategic contexts. 6. Ongoing representation on the YR Ignite Steering Committee is ensured for effective implementation of these changes. 7. A commitment to evidence-driven decision-making at YRC, emphasising a gender and intersectional lens for shaping services and programs. |
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| Lilydale Wayfinding Plan | Policy | <p>The Lilydale Wayfinding Plan aims to enhance navigation in Lilydale, a vital urban hub in the Yarra Ranges. The project evaluates current wayfinding tools, analyses pedestrian movements, and proposes design concepts for improved signage and maps. The strategy provides evidence-based recommendations to guide future installations, fostering efficient community and visitor navigation.</p> | New | Yes | <p>The GIA examined various options aimed at improving inclusivity and accessibility in the Wayfinding Project.</p> <p>The recommended design amendments aim to enhance safety by addressing potential hazards and promoting security and visibility. These include removing potential entrapment points, installing street lighting for improved visibility, and strategically placing elements for passive surveillance.</p> <p>Signage heights are designed to accommodate the shorter average height of women, aiming for mid-range viewing. Moreover, destinations on maps reflect key activities commonly carried out by women.</p> <p>Three further options were explored: evaluating colour schemes for gender inclusivity, avoiding 'male/female' iconography, and implementing a review program for long-term effectiveness. However, due to practical constraints and specific circumstances, these options were not implemented. Green was deemed a suitable colour for inclusivity, but other options were deemed unsuitable due to community accessibility needs and internal staffing issues. Despite the lack of immediate changes, the GIA process facilitated valuable insights and stakeholder engagement, which are expected to positively influence future projects.</p> |
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| <p>Economic Development Strategy 2022-2032</p> | <p>Policy</p> | <p>The Yarra Ranges Economic Development Strategy 2022-32 charts a clear course for balanced economic growth, increased local jobs, and enhanced quality of life. It focuses on four key areas: Identity, Leadership, and Collaboration; Trade, Commerce, and Workforce Capability; Investment Attraction; Innovation and Entrepreneurship. This strategic plan aims to benefit the entire region, emphasising collaboration and development in specific priority sectors.</p> | <p>For Review</p> | <p>Yes</p> | <ol style="list-style-type: none"> 1. Commitment to GE and reference to GE Act (page 8). 2. Commitment to develop GIAs for every policy, program, and service within the strategy (page 8). "To enhance the economic participation of people of all genders, as per the Gender Equality Act 2020, Yarra Ranges Council will conduct gender impact assessments on all policies, programs and services, developed as part of this strategy" 3. Includes statement about need for inclusive approach. Highlights that a healthy economy is the basis for improving quality of life for all residents. This includes: <ul style="list-style-type: none"> • People of all ages • Residents from all socio-economic backgrounds • Indigenous Australians • People with a disability • Multicultural communities • People who identify as gay, lesbian, bi-sexual, transgender, queer or intersex (LGBTIQ+). 4. Applied a gendered lens to strategy imagery, including featuring women in medical and tech industries to counter gender stereotypes. Ensured diversity representation throughout. 5. The "Economic Development Strategy Renewal 2022-2032 Background Report" (p. 20-22) included a gendered breakdown for employment data by industry and summary of gender gap data from the Workplace Gender Equality Agency. |
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| Motor Vehicle Policy | Policy | The Motor Vehicle Policy sets out ten guiding principles for council's fleet. Accompanying guidelines, covering vehicle provision, usage, work-related personal vehicles, carpooling, accountabilities, insurance, accidents, maintenance, and support, provide further operational details within this overarching policy. | For Review | Yes | <ol style="list-style-type: none"> 1. The current Private Use Vehicle arrangement is being phased out and replaced with novated leasing options available to all staff, to ensure a more inclusive and accessible solution. A financial evaluation of the outgoing policy helped identify gendered inequities with previous system (non-participating staff, particularly women and those with primary caring duties, experienced financial impacts). 2. Embedded "Equity and inclusion – decisions around Council's fleet support gender equity and inclusion, and do not disadvantage or discriminate" as a fundamental principle in the Motor Vehicle policy. 3. The Motor Vehicle Policy Review Committee comprised a balanced gender grouping (5M / 6F), ensuring diverse perspectives and equity considerations in policy evaluation. |
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| Complaints and Unreasonable Behaviour Policy | Policy | The Complaint and Unreasonable Behaviour Policy emphasises Councils commitment to addressing community feedback, complaints, and compliments consistently and fairly. It outlines procedures for receiving, investigating, and responding to complaints, with a focus on protecting human rights. | For Review | Yes | The Complaints Policy was revised to enhance inclusivity, emphasising accessibility for all community members, irrespective of gender, age, ability, cultural background, religion, or LGBTQIA+ identity. The updated wording ensures a user-friendly complaint process, promising that council will ensure that all members of the public, irrespective of age, ability, Indigenous, or diverse cultural backgrounds and faiths, and/or sexual/gender identity can make complaints, in a way that is inclusive, safe and supported |
| Youth Advisory Group and Youth Ambassador Recruitment Program | Program | The recruitment process for youth development programs, specifically the Youth Advisory Group (YAG) and Youth Ambassadors, underwent a comprehensive review to enhance inclusivity. These programs, which are open to all young individuals in Yarra Ranges, recruit new members bi-annually. Notably, the Youth Ambassador position is a paid role. | For Review | Yes | <p>The recruitment and advertising procedures underwent a comprehensive review, applying an intersectional gender lens. This included a review from a local group of women with disabilities. Key modifications involved:</p> <ol style="list-style-type: none"> 1. Condensing the advertisement language with a link to more detailed information. 2. Explicitly inviting applications from young individuals of diverse backgrounds. 3. The advertisement to invite applications has been reframed to be more inviting, avoiding the phrase "not a barrier for us." Instead, wording was used that celebrated and welcomed all forms of diversity and lived experience. 4. The messaging now emphasises flexibility in the application process. 5. Amending pre-application training session to be optional, not compulsory. <p>Youth ambassador and advisory groups reflect the diversity of the community (abilities, genders, sexualities).</p> |

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| <p>Monbulk Urban Development Framework</p> | <p>Policy</p> | <p>The Monbulk Urban Design Framework (UDF) builds upon previous planning efforts, providing a detailed analysis of built form issues and opportunities in proximity to the Monbulk Town Centre. It addresses seven key issues, including open space provision, streetscape design, and housing solutions for diverse demographics. The UDF considers how different groups experience and use spaces, aiming to ensure inclusivity and accessibility. Through rigorous engagement with diverse stakeholders over 12 months, it informs decision-making for development and infrastructure, guiding planning controls and resource allocation for the town centre. The primary goal is to meet the diverse needs of the community and visitors while aligning with industry best practices.</p> | <p>New</p> | <p>Yes</p> | <p>The Monbulk UDF Gender Impact Assessment will be used as a benchmark to set parameters for future Gender Impact Assessment's that are required to be prepared for future capital works and master-planning projects related to the Monbulk UDF.</p> <p>The key recommendation is to incorporate the findings of the Monbulk UDF Gender Impact Assessment into the final version of the UDF document through design recommendations, guidelines, and drawings. Notable recommendations include:</p> <ol style="list-style-type: none"> 1. Widening pedestrian crossings to ensure safe passage for wheelchairs and prams in both directions at the same time. 2. Prioritising the extension and completion of the footpath network, focusing on accessibility for parents with prams, individuals requiring mobility aids, and addressing the needs of an ageing population. 3. Enhancing youth recreation and social spaces, addressing the lack of non-sport activities for young people, especially females. 4. And, establishing design requirements to ensure the 24-hour usability of places and spaces, enhancing safety and inclusivity through appropriately lit spaces, clear sightlines, increased activation of public areas and strong passive surveillance. Blank walls and dark dead ends are to be removed through future projects, and public realm quality enhanced to create a stronger sense of safety and belonging. 5. Public transport options have been improved which tends to be needed more by women, and support for local economy will assist in fostering local employment close to homes and schools. 6. A significant new central social open space targets a broader community use beyond formal sport that tends to be male dominated. |
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| Kilsyth Recreation Reserve Master Plan | Policy | The Kilsyth Recreation Reserve Master Plan is a 15-year Master Plan for enhancing infrastructure and services at Kilsyth Recreation Reserve, aiming to maximise community engagement and usage. The Master Plan, initiated in late 2019, aims to transform the reserve into a vibrant community space catering to various recreation needs and fostering social interaction and engagement. | New | Yes | <p>Outcomes of the proposed recommendations include:</p> <ol style="list-style-type: none"> 1. Improved training and playing conditions of the oval to support increased capacity and opportunity to further extend the female AFL player progression program; 2. Provision of a no-cost court facility that has multi-use potential applicable to all ages, genders and cultures; 3. Provision of an intergenerational play space area that encourages carers of all ages to be involved and active; 4. Provision of social spaces for families and community groups to interact; 5. The junior pump track supports all young people to develop bike riding skills; and 6. Older adults and those with mobility issues will benefit physically and socially from improved paths and seating throughout the reserve. |
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STRATEGIES AND MEASURES

Table 2.1 below provides an overview of the progress made on strategies and measures outlined in our Gender Equality Action Plan.

This table categorises each strategy or measure by its current status, offering a brief description of the progress and any relevant timelines.

The statuses range from 'Complete' to 'Not started,' including ongoing and cancelled initiatives.

This summary aims to highlight our commitment to promoting gender equality in the workplace and track the implementation of our planned actions.

Please note: the status update of the GEAP is accurate as of 30 June 2023.

Table 2.1 - Strategies and measures progress

| Strategies and measures | Status | Status description | Timeline |
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| <p>1.1. Formalise organisational commitment and accountability to forming a diverse (including gender) Corporate Leadership Team.</p> | <p>Not started</p> | <p>This action has been delayed due to identifying a need to build the understanding and capacity of all Yarra Ranges Council (YRC) around gender equality. This action is now proposed to be actioned in 2024.</p> | <p>2022/2023</p> |
| <p>1.2 Refresh and deliver Council’s Gender Equity and Bystander Training as part of Corporate Induction Program. Content should include:</p> <ul style="list-style-type: none"> • Family violence (including gendered nature and responding to disclosures) • Gender inequality and the gendered drivers of violence against women • Gender inequality in the workplace • Intersectionality • Bystander action • Gender Equality Act 2020 • Managing resistance | <p>Complete</p> | <p>All employees commencing at Yarra Ranges Council participate in face-to-face induction sessions. 90 minutes is now spent on Gender Equality with the content included as per the strategy 1.2.</p> <p>Training is adapted for each induction session to include up to date data, upcoming training, and opportunities to get involved, and/or to showcase a recent Gender Impact Assessment or completed GEAP action.</p> <p>Feedback from attendees has been overwhelmingly positive.</p> | <p>2021/2022</p> |

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| <p>1.3 Integrate intersectional gender lens in the refresh of the corporate values (and underpinning behaviours) to localise Council's gender equity vision.</p> | <p>In progress</p> | <p>In 2023, YRC commenced a project to refresh our corporate values. The new values will be finalised and launched in February 2024.</p> <p>The Senior Gender Equity Business Partner sat on the working group for this project. Development of the new values included two rounds of extensive staff engagement. Throughout online and face to face consultation sessions and workshops, themes of equity, diversity, and inclusion were prominent with staff rating these as high priority.</p> <p>The values will be presented in simplified language and supporting text will be developed which directly link the values to Council's commitment to intersectional gender equality. Likewise, the gender equity team will draw on the values to further reinforce the importance of the work.</p> | <p>2022/2023</p> |
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| <p>1.4 Include Gender Equity Program and gender equitable and inclusive leadership in Corporate Induction for Leaders.</p> | <p>Complete</p> | <p>All leaders commencing at Yarra Ranges Council (and staff promoted into leadership roles) participate in face-to-face leadership induction sessions. 30 minutes is now spent on Gender Equality with a focus on their role as a leader. In particular this outlines responsibilities in responding to disclosures of family violence, role modelling, and legislative requirements.</p> <p>Training is adapted for each induction session to include up to date data, upcoming training and opportunities to get involved, and/or to showcase a recent Gender Impact Assessment or completed GEAP action.</p> <p>Feedback from attendees has been overwhelmingly positive.</p> <p>In 2024 there are further changes planned. This will include mandatory training modules for leaders including Active Bystander Training, Responding to Disclosures, and GIA training as required.</p> | <p>2021/2022</p> |
| <p>1.5 Formalise expectations and standards of the Corporate Leadership Team for promoting gender equity, diversity, and inclusion in accountability systems, including in Key Performance Indicators, workplans and Performance and Development Plans.</p> | <p>Ongoing</p> | <p>Council have piloted a 'balanced scorecard' KPI measurement tool for senior leaders to evaluate their own performance, and present to other senior leaders including the Executive. This balanced scorecard includes metrics on GE including GIAs completed, training completion rates, etc.</p> <p>The pilot has indicated that senior leaders are often not regularly across this information. Work can be done to ensure leaders are across this data and review it regularly and not just at reporting periods.</p> | <p>2023/2024</p> |

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| <p>1.6 Review and update leadership and capability development to strengthen focus on gender equitable and inclusive leadership.</p> | <p>In progress</p> | <p>The Organisational Development is focusing on improving leadership and capability development around gender equity and inclusive leadership in 2024. First step has been the implementation of "Building Inclusive Teams" training that is being rolled out for leaders on an ongoing basis. This training forms one part of the Emerging Leaders program 2024, and the intent is for this to be mandatory for all new leaders as part of Leaders Onboarding. We will also be encouraging existing leaders to attend including target attendance where data tells us a lift is required.</p> | <p>2023/2024</p> |
| <p>1.7 Establish process and systems for collecting and storing demographic data of new and existing employees, including gender, Aboriginality, age, disability, cultural identity, religion, and sexual orientation, as part of employee records.</p> | <p>In progress</p> | <p>Due to delays in implementing new corporate systems at YRC, this action was delayed. The Senior Gender Equity Business Partner is now working alongside People & Culture and Enterprises Systems teams to ensure it is possible to collect and confidentially store this data.</p> <p>Of importance, YRC are keen for employees to have the ability to edit demographic information over time and reduce the number of people who can access this information. We acknowledge that some people will not feel comfortable disclosing information immediately. The aim is that through Council's broader gender equity program, new employees understand the value of this data and how we use it to improve practice. It is also acknowledged that some demographics (e.g., gender, disability, religion) may change over time.</p> | <p>2021/2022</p> |

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| <p>1.8 Collect qualitative data to better understand the experiences of people who responded less favourably to measures in the People Matter Survey, including women with disabilities, women and men who are carers, and older women.</p> | <p>Not started</p> | <p>This action has not yet been commenced due to staff turnover in the gender equity team and competing organisational priorities. The timeline will be updated to 2024/2025 with an intention to engage the Gender Equity Advocates and Diversity and Inclusion Committee in this process.</p> | <p>2022/2023</p> |
| <p>2.1 Offer annual opportunities, including during induction, for Councillors to engage in professional development on gender equity and intersectionality, including:</p> <ul style="list-style-type: none"> • Introduction to gender equality and prevention of violence against women • Gender Equality Act 2020 • Bystander action • Applying an intersectional gender lens to leadership and decision making | <p>Ongoing</p> | <p>YRC Councillors are engaged to participate and attend gender equity initiatives at YRC, including throughout 16 Days of Activism and International Women's Day.</p> <p>Councillors have been engaged by the Gender Equity Business Partner to attend sessions run by MAV to build their understanding of Gender Equity and legislative requirements. This was met with positive feedback by attendees.</p> <p>Following the 2024 election, all Councillors will be provided with updated professional development as outlines under strategy 2.1.</p> | <p>2021-2025</p> |

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| <p>2.2 Publicly support and promote gender equity, diversity, and inclusion initiatives.</p> | <p>Ongoing</p> | <p>Councillors are invited to and regularly attend gender equity, diversity, and inclusion initiatives. This includes International Women's Day, Pride March, 16 Days of Activism, and more.</p> <p>In 2023, as part of our 16 Days of Activism campaign, Councillors participated in videos with them speaking to the message of 'Respect Is...'. This was posted publicly on YRC social media accounts.</p> <p>Councillors will continue to be engaged and support initiatives on an ongoing basis.</p> | <p>2022-2025</p> |
| <p>2.3 Create online form to capture demographic information about Councillors.</p> | <p>Complete</p> | <p>Collection of demographic information from Councillors for the 2024 progress reporting was done via an anonymous survey with 7 of 9 Councillors completing this.</p> <p>An online form has been created which will be used following the 2024 election and on an ongoing basis.</p> | <p>2021/2022</p> |

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| <p>3.1 Investigate the causes of existing pay disparities and commit to exploring how to address inequities.</p> | <p>In progress</p> | <p>In 2022 a robust and objective job sizing and evaluation framework (which was especially selected because of its gender neutrality and focus on traits [such as artistic merit] historically ignored by job sizing methodologies) was used to assess YRC's senior and middle management roles. A language evaluation tool has been used to eradicate gender biased language in Position Descriptions.</p> <p>People & Culture Operations and the Senior Gender Equity Business Partner are exploring opportunities to explore and improve pay equity. This includes monitoring where requests for rebanding are coming from and whether trends (gendered or otherwise) exist. There is also opportunity to monitor the level within a band that new starters are commencing at and whether there are any gendered differences.</p> | <p>2021/2022</p> |
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| <p>4.1 Introduce standalone Sexual Harassment Policy that:</p> <ul style="list-style-type: none"> • Aligns with the Victorian Equal Opportunity and Human Rights Commission’s Guideline: Preventing and responding to workplace sexual harassment – Complying with the Equal Opportunity Act 2010 and the Victorian Public Sector Commission’s Model Policy for the Prevention of Sexual Harassment in the Workplace. • Includes clear links to relevant Council policies and procedures. • Covers the applicability of Council’s policies to different roles and workplace settings, including Councillors, customer-facing staff, and members of the public. • Is searchable on Council’s intranet and available in hard copy. • Is proactively promoted. | <p>Complete</p> | <p>A standalone Sexual Harassment Policy was developed and effective from November 2021.</p> <p>The aim of this policy and procedure is to ensure all Yarra Ranges Council employees, contractors, volunteers, and councillors are aware of their responsibility and commitment to provide a workplace free from all forms of sexual harassment.</p> <p>It has been developed to ensure all workplace employees have a clear understanding of Council’s culture and standards in dealing with others in a manner which is free from sexual harassment. It involves a victim-survivor centric approach that takes into account the needs of the complainant also provides direction on the appropriate processes that are to be followed when an issue arises so that it can be handled sensitively and managed in the best possible manner.</p> <p>In line with this, an anonymous reporting option was also implemented and promoted across Council. Recent engagements with staff indicated limited knowledge of this process and this is flagged as a key priority in 2024/2025.</p> | <p>2021/2022</p> |
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| <p>4.2 Review procedures for reporting and responding to sexual harassment to ensure they include:</p> <ul style="list-style-type: none"> • Introduction of anonymous reporting mechanism. • A requirement to inform the complainant of the outcome of the complaint. • Guidance on how investigators can support reluctant complainants. | <p>Complete</p> | <p>In 2021, aligning to the introduction of the Workplace Sexual Harassment Policy, the</p> | <p>2021/2022</p> |
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| <p>4.3 Deliver face-to-face or live online sessions on sexual harassment to all staff which is tailored to Council’s policies, procedures, and workplace risk factors.</p> <p>Training should include:</p> <ul style="list-style-type: none"> • Zero tolerance stance on sexual harassment in the workplace. • Definition of sexual harassment. • Prevalence and gendered nature of sexual harassment. • Internal and external options for sexual harassment support and complaints. • Safe strategies for bystander interventions. • Responding to disclosures of sexual harassment. | <p>Not started</p> | <p>In 2023 YRC went out to tender for providers to deliver a range of professional development training. This included gender equity, leadership development, health, safety and wellbeing, and sexual harassment. Unfortunately, no providers tendered for the sexual harassment component.</p> <p>In 2024 all staff are required to undertake mandatory Bystander Training (see strategy 1.2). As such, sexual harassment training is likely to be scheduled for the 2024/2025 period.</p> <p>Currently all staff at YRC complete an online sexual harassment module. The proposed training is intended to expand upon this module, including YRC specific information and processes, as well as the underlying drivers of sexual harassment. As Bystander training will touch on a number of drivers of violence against women, sexism, ableism, etc. it is anticipated that following this with sexual harassment training will provide staff with the best opportunity to build knowledge.</p> | <p>2022 and 2024</p> |
| <p>4.4 Deliver face-to-face or live online sessions on sexual harassment to all Councillors which is tailored to Council’s policies, procedures and workplace risk factors. Training should include content detailed under 4.3.</p> | <p>Not started</p> | <p>This will follow strategy 4.3</p> | <p>2022 and 2024</p> |

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| <p>4.5 Circulate communications to staff and Councillors that:</p> <ul style="list-style-type: none"> • Sets expectations for role modelling respectful behaviour in the workplace. • States Council does not tolerate any form of sexual harassment. • Includes clear links to relevant Council policies and procedures. • Includes internal and external options for sexual harassment support and complaints. • Encourages reporting of inappropriate behaviour. <p>Circulate communications to community that Council does not tolerate any form of sexual harassment.</p> | <p>Ongoing</p> | <p>Following the development of the stand-alone Sexual Harassment Policy, all staff received communications regarding the policy and reporting channels, including the option to make an anonymous reporting channel.</p> <p>Communications relating the Sexual Harassment Policy and reporting channels are repeated at regular intervals including at induction for new staff and for leaders, when asking staff to complete surveys (including the People Matter Survey). during 16 Days of Activism against Gender Based Violence, and during specific training sessions (e.g., Bystander Training, Disclosure Training).</p> <p>We anticipate this to increase in line with the roll out of sexual harassment training. Communication has included: emails, CEO update, news stories on Council's intranet, staff induction, key events and related communications, when promoting the People Matter Survey, when sharing data from the People Matter Survey, a video message from a member of ELT, sharing People Matter Survey data and reminding staff of supports and reporting channels</p> <p>There is an opportunity to increase communications to community.</p> | <p>Ongoing</p> |
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| <p>4.6 Improve record keeping of sexual harassment complaints by:</p> <ul style="list-style-type: none"> • Keeping complete records of all interactions relating to a complaint • Documenting decisions related to complaints, including rationale for decisions and details of decision makers. • Collecting gender disaggregated data, and where possible intersectional data, about complainants. | <p>Complete</p> | <p>Items under 4.6 have been implemented.</p> | <p>20221/2022</p> |
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| <p>5.1 Review Recruitment & Temporary Appointments Policy with an intersectional gender lens. Policy review should:</p> <ul style="list-style-type: none"> • Articulate commitment to gender equity, diversity, and inclusion. • Provide clear process to support secondments and higher duties, including managing backfill arrangements. • Outline feedback processes for unsuccessful candidates, and link to training and development for internal candidates. • Consider gendered impacts of internal advertising for positions at band 5 or below. • Refer to recruitment agencies which specialise in recruiting into gender segregated work areas. | <p>In progress</p> | <p>A high-level review of the Review Recruitment & Temporary Appointments Policy with an intersectional gender lens was completed. This included:</p> <ol style="list-style-type: none"> 1. A commitment to gender equality featured in both the introduction and guiding principles of the policy. 2. Explicit references to the Gender Equality Act, ensuring alignment with legislation. 3. Review and refinement of the position and advertising/shortlisting sections, incorporating statements that underscore the commitment to gender equity, flexibility, and the promotion of workforce diversity. 4. Implementation of comprehensive panel member training, encompassing requirements related to gender equity, including awareness sessions on unconscious bias and gender-equitable recruitment practices. 5. Establishment of a feedback mechanism for both internal and external candidates, fostering transparency and constructive communication throughout the recruitment process. <p>The review and refinement of position and advertising/shortlisting sections emphasised commitment to gender equity, flexibility, and promoting workforce diversity. Comprehensive panel member training addressed gender equity, unconscious bias, and broader diversity considerations.</p> <p>The recruitment policy is set to be reviewed in 2024/2025, and a comprehensive Gender Impact Assessment will be included as part of this review.</p> | <p>2021/2022</p> |
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| <p>5.2 Develop and deliver tailored training (and accompanying guidance materials) to hiring managers and interview panel members in unconscious bias and gender equitable recruitment. This should include building capability to:</p> <ul style="list-style-type: none"> • Understand, identify, and address unconscious bias in recruitment, including in shortlisting and interview scoring. • Speak authentically about Council’s commitment to gender equity, diversity, and inclusion. • Discuss flexible working arrangements. • Ask interview questions related to gender equity. • Reflect on, unpack, and understand gendered segregation. • Track, analyse and communicate recruitment metrics on demographic diversity. | <p>Complete</p> | <p>55 leaders have attended training across 7 sessions. This training was developed and delivered by P&C Business Partners. The Senior GE Business Partner supported development through applying an intersectional gender lens.</p> <p>This included incorporating:</p> <ul style="list-style-type: none"> - Unconscious bias - Gender Equity, Diversity and Inclusion, and Child Safety - Consideration of panels, including for Indigenous applicants - Flexibility - Reasonable adjustments | <p>2022/2023</p> |
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| <p>5.3 Embed prompts into the recruitment process, including relevant system/s, to support gender equitable recruitment outcomes and address gender bias in recruitment.</p> | <p>In progress</p> | <p>The People and Culture Operations team and Gender Equity Business Partners have commenced conversations to action strategy 5.3. The implementation of a new HR system has delayed the formal implementation of this in systems, but action has been taken throughout recruitment processes to ensure improved equity. This includes going out for second round of promotions for key roles where only one gender has applied.</p> | <p>2022/2023</p> |
| <p>5.4 Review materials and processes for advertising new roles with an intersectional gender lens to support diverse field of applicants.</p> | <p>In progress</p> | <p>Changes have been made to the wording of job ads that promote, welcome, and celebrate diversity within applications. An iterative approach is being taken with this, and wording will continue to develop.</p> <p>Improved wording about reasonable adjustments has been incorporated into job ads and interview invitation templates.</p> | <p>2023/2024</p> |

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| <p>5.5 Progressively review success profiles, position descriptions and job design with an intersectional gender lens to 1) support diversity of candidates and 2) set expectations for promoting gender equity, diversity, and inclusion, particularly for leadership roles. Review should:</p> <ul style="list-style-type: none"> • Strengthen focus on organisational values related to gender equity, diversity, and inclusion. • Consider how flexible work arrangements can be supported. • Remove language and/or requirements that may lead to gender (and other forms of) bias. | <p>Ongoing</p> | <p>In 2024/2025 this action will be addressed via a collaborative project between the OD team and People and Culture Operations team.</p> <p>To date, there have been informal changes and reviews taking an iterative approach.</p> <p>For example, the medical checks process was removed from roles where not relevant (e.g., contact centre staff). This was an unnecessary historic practice that had the potential for perceived discrimination</p> | <p>2023/2024</p> |
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| <p>5.6 Incorporate intersectional gender lens to corporate training and development, including the Organisational Learning and Development Policy and Corporate Development Program (e.g. individual Performance and Development Plans and leadership training).</p> | <p>In progress</p> | <p>The Organisational Learning and Development Policy has not undergone a review in the GEAP period however will include a GIA as part of the review process.</p> <p>The Gender Equity Business Partners form part of the Organisational Development Team and have the opportunity to influence training and development. For example, in 2023 an Emerging Leaders program was run and very well received by attendees. During feedback and review it was identified that the next iteration should include a clear component on gender equitable and inclusive leadership. This has been included in the 2024 program as one of the workshops and will also look at rolling this out to other leaders within the organisation.</p> <p>To support the development of Performance and Development Plans (PDP), a document was produced and sent to leaders as well as being available on our intranet which includes a series of potential goals which related to equity, diversity, and inclusion. Any reviews of the PDP process will look at other ways we can bring to forefront of leaders and employees during this process.</p> | <p>2022/2023</p> |
| <p>5.7 Establish and/or promote work placements, secondments, higher duties, sponsoring and mentoring opportunities to support recruitment and retention of a gender equitable and diverse workforce and create a pipeline of talent.</p> | <p>In progress</p> | <p>Several high-profile secondments have been carried out and communicated to the workforce as an example, almost always involving a change in gender from the substantive to the temporary incumbent, which has challenged stereotypes and 'the way of doing things'.</p> <p>Gender balance considered in premiere professional development</p> | <p>2022-2025</p> |

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| | | offering run at YRC, which includes mentoring from senior leadership team. | |
| 5.8 Investigate Technology One's capabilities to disaggregate data by type of promotion practice and by gender, classification, and employment basis. | In progress | This is ongoing now that the new system has been implemented. | 2021/2022 |
| 5.9 Establish guidance materials for data entry in Technology One to ensure high data quality for the Workplace Gender Audit. | In progress | This is ongoing now that the new system has been implemented. | 2021/2022 |
| 5.10 Investigate Technology One's capabilities to capture 'locally organised' career development training opportunities with a verification element. | Not started | Unfortunately, deferred and deprioritised due to higher prioritisation system implementations issues. | 2021/2022 |

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| <p>5.11 Collect gender disaggregated and intersectional (where possible) data to better understand the experiences of successful and unsuccessful candidates in the recruitment process.</p> | <p>In progress</p> | <p>This is ongoing now that the new system has been implemented.</p> | <p>2023/2024</p> |
| <p>5.12 Investigate improvements for recruitment data tracking from application to appointment, including:</p> <ul style="list-style-type: none"> • Tracking of applicants, short list, and interviewees by gender. • Gender of interview panel. • Interview panel member scoring by gender. | <p>In progress</p> | <p>This is ongoing now that the new system has been implemented.</p> | <p>2023/2024</p> |

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| <p>6.1 Introduce a Flexible Working Policy which:</p> <ul style="list-style-type: none"> • Includes a shared vision for flexibility at YRC • Includes both formal and informal flexible options • Considers the needs of employees of all genders, backgrounds, areas, and levels of the organisation • Includes clarity on work expectations, EFT resources and review processes • Includes a clear application appeal process • Includes illustrative examples of flexible arrangements in different work areas | <p>Not started</p> | <p>While the 'Work from Anywhere' policy does not cover every area of this proposed policy, it does support the high-level principle and aspiration. While this discreet action has had to be de-prioritised, it is under coverage of a successfully implemented WFA policy.</p> | <p>2022/2023</p> |
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| <p>6.2 Support leaders to design and implement flexible working arrangements which suit individuals as well as the operational needs of the business. Support may include:</p> <ul style="list-style-type: none"> • Access to advice from People & Culture Business Partners. • Accessible tools to assist with job design. • Information and examples on potential models of flexibility. • Information on processes for implementing flexible working arrangements. • Information on options for managing the back-fill requirements within the team. • Information on return-to-work support. • Advice on conversations about flexibility in regular 1:1s and annual performance reviews. | <p>Ongoing</p> | <p>In addition to male and female senior leaders formally and informally role modelling flexible work practices, a flexible work trial has formally commenced. It includes a pilot group with diversity of genders and seniority trialling various forms of formalised flexible work arrangements including 19-day months, 9-day fortnights, flexitime, etc. which is being empirically measured for possible implementation across the organisation. This implementation will challenge more rigid, historically derived, flexible work models.</p> | <p>2022/2023</p> |
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| <p>6.3 Document and disseminate case studies which demonstrate examples of flexibility. Examples should depict the diversity of the workforce, including men, leaders, carers, people with disabilities and young people, and demonstrate a range of flexible options, including job share, staggered work hours, 48/52, hybrid working.</p> | <p>Not started</p> | <p>In a formal sense, this has to yet commenced and will follow on from action 6.1.</p> | <p>2023/2024</p> |
| <p>6.4 Share communications with employees to encourage uptake of flexible work arrangements, carers leave and parental leave, with a focus on priority cohorts (e.g. people with disability or carers) or those with low uptake (e.g. men).</p> | <p>Not started</p> | <p>In a formal sense, this has to yet commenced and will follow on from action 6.1</p> | <p>Ongoing</p> |
| <p>6.5 Ensure EFT budget allocation is available to support flexible working arrangements (i.e., roles can be backfilled, or job shared in a variety of ways)</p> | <p>Not started</p> | <p>This has to yet commenced and will follow on from action 6.1</p> | <p>2022/2023</p> |

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| <p>6.6 Apply intersectional gender lens to Enterprise Agreement negotiations, with particular focus and recommendations related to parental leave, carers leave, family violence leave and flexible working arrangements.</p> | <p>In progress</p> | <p>YRC have commenced this process as of late 2023. The Senior Gender Equity Business Partner will collaborate with People & Culture to perform a Gender Impact Assessment on the Enterprise Agreement.</p> | <p>2023/2024</p> |
| <p>6.7 Review wording and application of current leave provisions for those with family or caring responsibilities with an intersectional gender lens to ensure these are meeting the needs of priority cohorts (i.e., people with a disabilities and carers). This includes ensuring the provision of sick/personal leave and carers/family leave supports:</p> <ul style="list-style-type: none"> • Appointments related to staff health and wellbeing, including disability and mental health. • Appointments related to caring for children, older person, or person with a disability. | <p>In progress</p> | <p>YRC have commenced Enterprise Agreement negotiations. The Senior Gender Equity Business Partner will collaborate with People & Culture to perform a Gender Impact Assessment on the Enterprise Agreement and advocate for the inclusion of updating wording and provision as per strategy 6.7.</p> | <p>2021/2022</p> |

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| <p>6.8 Introduce a Family Violence Policy to support employees to access family violence leave.</p> | <p>Complete</p> | <p>YRC introduced a stand-alone Workplace Family Violence Policy This was endorsed by the Executive Team on 27/4/22 and is to be reviewed in April 2025. This includes an outline of provisions available including leave and flexibility.</p> <p>To support the implementation of this policy, leaders were provided with a 'Leaders Guide to Responding to Disclosures of Family Violence' and offered training in 2022 and 2024.</p> <p>All staff are also provided regular communications regarding the policy and access to a simple Family Violence Factsheet.</p> | |
| <p>6.9 Deliver training on responding to disclosures of family violence to leaders.</p> | <p>Complete</p> | <p>FVREE were contracted to deliver face to face 'Responding to Disclosures of Family Violence' training to leaders across the organisation.</p> <p>In 2022, 47 people completed this training. Sessions are being offered again quarterly in 2024.</p> | <p>2021/2022</p> |

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| <p>6.10 Establish family violence contact officer program.</p> | <p>Complete</p> | <p>Teams interact in diverse ways. Online platforms, while a useful tool for our flexible workplace and in ensuring business continuity, may not give employees the same level of confidence to share deeply personal and difficult circumstances.</p> <p>Arranging a face-to-face meeting with a designated P&C family violence response representative may not be always an easily accessible option for all people. Having Contact Officers who are not part of P&C or management can provide an independent avenue for employees. This independence can be crucial in situations where individuals may be hesitant to go through formal channels. As such we expect Contact Officers to appropriately respond to those who share their experiences and require organisational support.</p> <p>The core principles underpinning this Contact Officer Guide are:</p> <ul style="list-style-type: none"> - The wellbeing of the employee and ensuring continuity of support, including in environments known to lead to increased exposure to family violence. - The wellbeing of the Contact Officer responding to any disclosure and ensuring that they are not isolated throughout this process. <p>Contact Officers need to provide a basic and appropriate response to colleagues who disclose family violence. At all times, Contact Officers have the support of People & Culture and the Gender Equity Business Partners.</p> | <p>2021/2022</p> |
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| | | <p>Fourteen staff members have successfully completed training to serve as Family Violence Contact Officers. Each officer went through a thorough process, including submitting an Expression of Interest (EOI), individual meetings with Gender Equity Business Partners, and attended a group training session conducted by FVREE.</p> <p>Family Violence Contact Officers provide an independent avenue for employees seeking support, in situations where individuals may feel hesitant to approach formal channels. Family Violence Contact Officers play a vital role in facilitating connections to external support services and providing guidance on available resources within the workplace.</p> <p>To make accessing support easier, the names of these officers are listed on the Family Violence page on the Council intranet and can also be found in the Employee Directory under the 'Family Violence Contact Officer' designation.</p> | |
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| <p>6.11 Investigate Technology One’s capabilities to disaggregate types of flexible work arrangements, as per definition in guidance materials for the Workplace Gender Audit, by tick box or reporting code.</p> | <p>Not started</p> | <p>Unfortunately, deferred and deprioritised due to higher prioritisation system implementations issues.</p> | <p>2021/2022</p> |
| <p>6.12 Formalise process for collecting and storing gender disaggregated data on the number of people accessing family violence.</p> | <p>Complete</p> | <p>Based on the low frequency of FV leave being accessed, it would not be worth investing in greater formalisation of our existing processes.</p> | <p>2022</p> |
| <p>7.1 Implement tailored strategies to reduce gendered segregation in female and male dominated work areas. This may include:</p> <ul style="list-style-type: none"> • Developing partnerships with specialist organisations, universities and TAFE to identify and develop pathways to non-traditional roles • Establishing placements, volunteering and internships • Programs to train local women in non-traditional roles • Buddy systems as part of induction | <p>In progress</p> | <p>Following results and feedback in the 2023 People Matter Survey, the Director Built Environment and Infrastructure and Gender Equity Business Partners have partnered to establish targeted actions for this work area. This will commence in 2024.</p> <p>Working with a female dominated work area will likely commence in 2024/2025.</p> | <p>2023/2024</p> |

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| 7.2 Document and disseminate case studies which illustrate benefits and positive stories of workforce diversity, including in gender segregated work areas. | Not started | This has to yet commenced but has been flagged as a potential project for Gender Equity Advocates to lead in 2024. | 2024/2025 |
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| <p>8.1 Establish governance structure to support implementation of the Gender Equity Program.</p> | <p>Complete</p> | <p>Council has two permanent Gender Equity Business Partners (2 X 0.8 FTE) located in the People and Culture Department (Organisational Development Unit). The positions are responsible for leading Council’s workplace Gender Equity Program, including the requirements set out in the Gender Equality Act 2020. Support for these positions is provided by the Manager, People and Culture and the Executive Officer, Organisational Development. Council’s CEO is the Executive Sponsor for the Gender Equity Program and has regular interaction with the Gender Equity Business Partners.</p> <p>The Gender Equity Business Partners lead development, implementation, monitoring and reporting of the Gender Equality Action Plan 2021-2025.</p> <p>Gender Equity Steering Committee The Gender Equity Leadership and Program Governance Group will be made up of members of the Corporate Leadership Team and provide strategic oversight to the implementation of the Action Plan as well as the broader Gender Equity Program.¹⁸ Gender Equity Advocates</p> <p>The Gender Equity Advocates – staff from across the organisation – will provide ongoing support for implementation of the Action Plan on a volunteer basis. The Advocates will support implementation of numerous strategies, including education and awareness raising initiatives and Gender Impact Assessments.</p> | <p>2021/2022</p> |
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| <p>8.2 Research targets relevant to the Workplace Gender Equality Indicators to inform clear organisational goals for driving progress towards gender equality, particularly for stages of recruitment process and gender segregation.</p> | <p>Ongoing</p> | <p>This is an ongoing action that sits with the Gender Equity Business Partners. This will be a particular focus on 2025 as the organisations mind turns to our next GEAP and assess our progress over the past few years.</p> | <p>2024/2025</p> |
| <p>8.3 Deliver tailored workshop series to People & Culture department on gender equity, diversity and inclusion. Content may include:</p> <ul style="list-style-type: none"> • Gender Equality Act 2020 • Intersectionality • Family violence and responding to disclosures • Gender inequality and the gendered drivers of violence against women • Gender inequality in the workplace • Unconscious bias • Bystander action • Applying an intersectional gender lens to day-to-day work • Managing resistance | <p>In progress</p> | <p>The People and Culture Department have participated in a number of training opportunities. This includes Responding to Disclosures of Family Violence, Disability Inclusion, Gender Impact Assessments, and will soon undertake Active Bystander training which includes a backlash and resistance and takes an intersectional approach.</p> | <p>2021/2022</p> |

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| <p>8.4 Assess need for/implement a peer support model to support leaders addressing similar gender equity issues, including:</p> <ul style="list-style-type: none"> • Reflecting on recruitment metrics and strategies • Tackling gender-segregated workforces • Implementing flexible working arrangements • Role modelling gender equitable and inclusive leadership | <p>Not started</p> | <p>This will be a focus in 2024/2025.</p> | <p>2023/2024</p> |
| <p>8.5 Re-launch Gender Equity Advocates Program to drive organisational culture change.</p> | <p>Complete</p> | <p>In 2023, the Gender Equity Advocate Program was relaunched. The Gender Equity Advocates – staff from across the organisation – will provide ongoing support for implementation of the Action Plan on a volunteer basis. The Advocates will support implementation of numerous strategies, including education and awareness raising initiatives and Gender Impact Assessments.</p> <p>So far, the GE Advocates have partnered with GE Business Partners to deliver the 16 Days of Activism events and International Women's Day events.</p> | <p>2021/2022</p> |

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| <p>8.6 Re-launch Women’s Network Committee to drive organisational culture change.</p> | <p>Void/cancelled</p> | <p>In 2021/2022, all previous members of the Women's Network were re-engaged to seek feedback and interest in refreshing this group. Previously, this group had led initiatives for International Women's Day and ad hoc initiatives throughout the year. The group was self-led but supported by Gender Equity Business Partners and provided a budget for initiatives.</p> <p>There was little interest to reestablish this group with members preferring to filter efforts through the Gender Equity Advocate group, Diversity and Inclusion Committee, and other similar internal groups.</p> <p>As such, responsibility to run initiatives for International Women's Day has shifted to the Gender Equity Business Partners.</p> | <p>2021/2022</p> |
| <p>8.7 Deliver initiatives for International Women’s Day and Women’s Health Week.</p> | <p>Ongoing</p> | <p>The Gender Equity Advocates partnered with GE Business Partners to deliver International Women's Day events for Council staff.</p> <p>March 2022 - Delivered a staff event with the theme: Break the Bias. A panel discussion led by YRC CEO Tammi Rose featured Cr Fiona McAllister, Dept Mayor Cr Johanna Skelton, and Cr Sophie Todorov discussing their experiences in challenging bias, along with insights from three women employees in leadership or male-dominated roles at YRC.</p> <p>March 2023 - delivered a staff event with the theme Embracing Equity. Short film screening showcasing women's achievements, challenges, and opportunities for embracing equity at YRC, followed by an expert panel discussion and Q&A session.</p> | <p>Ongoing</p> |

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| <p>8.8 Deliver awareness raising and education with an intersectional gender lens to organisation during 16 Days of Activism Against Gender-Based Violence.</p> | <p>Ongoing</p> | <p>The Gender Equity Advocates partnered with GE Business Partners to deliver events and awareness raising campaigns during 16 Days of Activism.</p> <p>2021 - A staff and community event, 'Gender and Disability: Creating equality and respect,' explored the concept of equality and respect for women and gender diverse individuals with disabilities, fostering actionable steps for a more inclusive community. With Keynote Speaker Jax Jacki Brown (they/them).</p> <p>2022 - A staff event on 'Gender and Diversity' focused on understanding varied perspectives such as those of Indigenous women, older women, and women with disabilities. Included a movie screening of "Margins to Mainstream" followed by a panel discussion and networking session.</p> <p>Additionally, an inaugural flag-raising ceremony was held at the Civic Centre on the first day of 16 Days of Activism, signalling Council's commitment to gender equality and violence prevention.</p> <p>A range of resources and activities were shared with staff through internal communications, including information about Family Violence supports and leave. Gender equity statements and videos were collected and shared across the organisation from the Executive Leadership Team and GE Steer Co.</p> | <p>Ongoing (annual)</p> |
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| <p>8.9 Implement Gender Impact Assessment (GIA) Program, including:</p> <ul style="list-style-type: none"> • Design and deliver training to organisation on GIAs • Develop GIA guidance materials • Integrate GIAs into existing organisational resources and processes • Develop GIA reporting template | <p>Complete</p> | <p>GIA training (Introduction to GIAs and How to Do GIAs) has been rolled out across the organisation, delivered by Women’s Health East. GIA and GE Act information is now integrated into the corporate induction process for all new recruits and individuals transitioning into leadership roles, highlighting council’s commitment and requirements to developing GIAs on relevant initiatives.</p> <p>A GIA resource page has been set up on the intranet to support staff. This includes a tool kit, GIA template and supporting documentation. Continued work is being undertaken to integrate GIAs into existing resources and processes such as Project Management tools, capital works assessment tools, Engagement planning and internal policy registers. A GIA reporting template has been created and is regularly updated by the Gender Equity Business Partner.</p> | <p>2022-2025</p> |
| <p>8.10 Update data dashboards for leaders to include the Workplace Gender Equality Indicators and build capacity of Corporate Leadership Team to track, analyse and communicate metrics.</p> | <p>In progress</p> | <p>Data dashboards are continuing to be updated. Inclusion of gender composition and segregation data is currently included. Additional recent inclusions have been training completion including GIA training and Bystander training, as well as number of GIA's completed per area. Inclusions will continue to be adapted based on organisational priorities and challenges.</p> | <p>2021/2022</p> |

PROGRESS ON WORKPLACE GENDER EQUALITY INDICATORS

Table 3 presents the progress made on the seven workplace gender equality indicators.

This table confirms whether progress has been achieved and provides a detailed description of the progress for each indicator.

It includes explanations of why changes in data represent progress or lack thereof, referencing quantitative changes between previous and current workplace gender audits.

Additionally, it highlights any strategies or measures from the Gender Equality Action Plan (GEAP) that have supported or were intended to support progress against these indicators.

Table 3 - Workplace gender equality indicators progress

| Indicator | Confirm if progress made | Progress description |
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| <p>Gender composition of all levels of the workforce</p> | <p>No</p> | <p>There has been no shift in the gendered composition of the workforce at Yarra Ranges Council.</p> <p>In 2023 (as in 2021) 66% of the workforce were women and 34% men. No employees identified as gender diverse in formal systems currently available however responses on employee experience surveys indicate there are a small number of gender diverse employees at Yarra Ranges Council.</p> <p>In 2023, gendered differences are seen for those that work full time (55% women and 45% men); part-time (84% women and 16% men); and casual (91% women and 9% men). More than 8 in 10 part time and 9 in 10 casual employees are women.</p> <p>In 2023, women led at most senior levels (CEO, Director). Women were underrepresented for Managers and Executive Officers. Women were proportionally overrepresented Coordinator and below. There was very limited change in this between 2021-2023.</p> <p>Between 2021 and 2023, there was an increase in full time arrangements (+10%), a decrease in part time arrangements (8%), and a decrease in casual arrangements (2%). The gender composition within full-time arrangements slightly changed (approx. 1W:1M in FY21, shifting toward more W in FY23), gender composition within part-time arrangements relatively unchanged. Gender composition within casual workforce slightly changed (increasing proportion of women among casual workforce, +6%).</p> |

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| <p>Gender composition of governing bodies</p> | <p>No</p> | <p>Composition of Yarra Ranges Shire Council is 33% Women and 67% Men at both 2021 and 2023. As anticipated, there was no change since 2021 to 2023 as there has been no election in this period with the next Council election in late 2024.</p> <p>At both data collection points, the Mayor was a man. While outside of the scope of current reporting, a woman now holds this position.</p> <p>There are opportunities to improve the intersectional data collection for Councillors (in 2023, a confidential survey was distributed to all Councillors, 7 of 9 councillors returned this survey, providing responses to questions across each of demographic attributes listed in legislation – gender, Aboriginality, age, cultural identity, religion, sexual orientation).</p> |
| <p>Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender</p> | <p>Yes</p> | <p>Slight decrease in org-wide MEAN gender pay gaps Mean gap on annualized FTE base salary is 3.2% in FY23, down from 4.1% in FY21, ie. on average, men now earn base salary which is \$2,970 (3.2%) higher than women's Mean gap on total remuneration is 3.2% in 2023, down from 4.6% in FY21, ie. on average, men now earn total remuneration which is \$3,281 (3.2%) higher than women's</p> <p>Slight decrease in org-wide MEDIAN gender pay gaps Median gap on annualized FTE base salary is 6.6% in 2023, down from 7.7% in 2021, ie. median man's base salary is now \$6,183 (6.6%) higher than women's Median gap on total remuneration is 6.6% in FY23, down from 8.2% in FY21, ie. median man's total remuneration is now \$6,830 (6.6%) higher than women's</p> <p>Some change in gender pay gaps for FT employees (measures increasingly favouring men in 2023) On mean - in 2021 FT men earned 1.2% less than women, in 2023 FT men earn 0.1% more than women, approx. 1% change On median – in 2021 FT men earned 0.9% more than women, in 2023 FT men earn 4.3% more than women, approx. 3.4% change</p> <p>Some change in gender pay gaps for PT employees (measures increasingly favouring women in 2023)</p> |

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| | | <p>On mean – in 2021 PT men earned 16.5% less than PT women, in 2023 PT men earn 12.8% less than women, approx. 3.7% change</p> <p>On median – in 2021 PT men earned 8.2% less than PT women, in 2023 PT men earn 21.2% less than women</p> <p>There are various reasons for PT and Casual gaps & changes - this would require further analysis.</p> <p>The broader reasoning behind any shift in the gender pay gap is not clear at this stage and would require further detailed analysis.</p> |
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| <p>Sexual harassment in the workplace</p> | <p>No</p> | <p>As in 2021, there were no formal complaints of sexual harassment in 2023.</p> <p>In People Matter Survey data:</p> <ul style="list-style-type: none"> - 5% of employees experienced sexual harassment at work during the last 12 months - 5% of women respondents (down from 6% in 2021) - 3% of male respondents in FY23 (down from 4% in 2021) - 6% of gender diverse/undisclosed respondents (no comparative data available for 2021) <p>Experience of sexual harassment as reported through People Matter survey:</p> <ul style="list-style-type: none"> - For women, there was a slight decrease in experience of sexual harassment as reported through People Matter survey (5% of women respondents in 2023 experienced sexual harassment in the workplace in the past 12 months, down slightly from 6% of 2021 respondents) - For men, there was a slight decrease in experience of sexual harassment as reported through People Matter survey (3% of men respondents in 2023 experienced sexual harassment in the workplace in the past 12 months, down slightly from 4% of 2021 respondents). - There was an increase in agreement with statement I feel safe to challenge inappropriate behaviour, though women continue to feel less safe than men (for women, 75% of 2023 respondents agreed with this statement, up from 71% of 2021 respondents; for men, 83% of 2023 respondents agreed with this statement, up from 77% men in 2021. - The most common responses regarding who behaved this way was: an immediate manager/supervisor (47%), a colleague (20%), or a client/customer/stakeholder (20%). - 69% women and 73% men believe the organisation addresses sexual harassment issues, slightly less from 2021 (77% women and 76% men) - The most common reason for not submitting a formal complaint was "I believed there would be negative consequences for my reputation" (53%). - 75% women and 83% men feel safe to challenge inappropriate behaviour. This is lower for gender diverse/undisclosed (50%) and people with disabilities (62%) There was an increase in reporting and direct confrontation of harassment. - 68% experienced sexually suggestive comments or jokes that 'made me feel offended' (in either a group or one on one situation). |
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| | | <p>- 37% experience intrusive questions about 'my private life or comments about my physical appearance'</p> <p>The data suggests that while employees are experiencing sexual harassment in the workplace, there is a hesitancy to report or a lack of understanding of formal reporting processes and/or the anonymous reporting channel.</p> <p>A focus of 2024/2025 will be the roll out of sexual harassment training and regular promotion of formal reporting process and the anonymous reporting channel.</p> |
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| <p>Recruitment and promotion practices in the workplace</p> | <p>Yes</p> | <p>Recruitment and Exit Data The data for 2023 presents comparative figures for new recruits and exits, with 66% of new recruits and 64% of exits being women, aligning closely with the organisational composition of 66% women. There's evidence of increased mobility among women in 2023 compared to 2021, with a 14% rise in recruitment and a 4% increase in exits compared to 2021. There was a higher proportion of women among new recruits compared to exits across full-time (a 6% increase), part-time (a 6% increase), and casual (a 2% increase) positions.</p> <p>Promotions, Internal Secondment, and Career Development Women were found to be proportionally underrepresented in internal secondments (-5%) but overrepresented in promotions (+4%), with a slight shift observed from 2021 to 2023. Notably, in 2023, women were less likely to access internal secondments and higher duties, with a 16% drop in internal secondments since 2021 and a 6% drop in higher duties. The data indicates a shifting gender composition in career development training uptake in 2023, with women reporting a 7% decrease from 2021. However, this trend aligns more closely with the organisational gender composition of 66% women. Comparative data for promotions from 2021 was not available.</p> <p>People Matters Data: Among People Matter respondents, women consistently reported lower rankings across most indicators for equity in recruitment and promotion compared to men. Only 50% of respondents agreed they have an equal chance at promotion in their organisation, marking an 11% decrease since 2021. Notably, agreement was lower among women (47%) and gender diverse/undisclosed individuals (25%), with a higher rate for men (58%). Similarly, only 61% of respondents believed the promotion processes in their organisation were fair, with significantly lower ratings from women (37%) and gender diverse/undisclosed respondents (31%), compared to men (50%). Large discrepancies were also evident across different work areas. While women perceive fairness in promotion processes to be lower, there has been a slight increase in the promotion of women according to workforce data. Women's perception of fairness may be influenced by the noted decrease in women undertaking internal secondments and higher duties. Further investigation is needed to</p> |
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| | | <p>understand why women are proportionally underrepresented in internal secondments.</p> <p>Overall satisfaction with learning and development needs increased by 3% in 2023 (64%), with women no longer scoring lower than men. This may relate to 2021 data being collected during covid where women were disproportionately taking on the responsibility of home schooling. However, despite this improvement, women consistently reported lower rankings across most indicators for equity in recruitment and promotion. Interestingly, despite a small decline in the number of women engaging in career development training, there has been a simultaneous increase in their satisfaction with having their learning and development needs fulfilled.</p> |
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| <p>Availability and utilisation of terms, conditions and practices relating to:</p> <ul style="list-style-type: none"> - family violence leave; and - flexible working arrangements; and - working arrangements supporting employees with family or caring responsibilities | <p>Yes</p> | <p>Family Violence Leave</p> <p>There were 5 instances of Family Violence Leave uptake in 2023, all by women, 35 years and above. People Matter Survey data showed strong support for Family Violence leave availability, however, there has been a slight decrease in perceived support for family violence leave between data collected in 2023 and 2021. In 2023, the average rating stood at 88%, compared to 92% in 2021. Slightly higher agreement by women at 89%, compared to 85% of men, and 81% of undisclosed/gender-diverse. Additionally, agreement levels showed variance by age group, with staff aged 65 and older at 69% agreement, and those aged 15-24 at 73%.</p> <p>Flexible Working Arrangements</p> <p>In 2023, 19% of employees were accessing a formal flexible work arrangement. Of those not on a flexible arrangement, 36% were men and 64% women. Of those on a flexible work arrangement, 24% were men and 76% were women. In 2021, 9% of the workforce had a formal flexible work arrangement. It is suspected that data was extracted and reported differently across 2021 and 2023, and further analysis would need to be conducted to assess whether this data is comparable.</p> <p>Responses to People Matter Survey indicate that 79% of women, 89% of men and 69% of gender diverse/undisclosed felt the organisation would be supportive if they needed to access flexible work arrangements. Women felt less confident about flexible work requests (4% decrease from 2021), while men were slightly more optimistic (2% increase from 2021). People with disabilities felt less confident about flexible work requests compared to people without disabilities (consistent with 2021). 12% improvement in confidence around flexibility from women in senior leadership roles from 2021 to 2023. People with disabilities felt less confident about flexible work requests compared to people without disabilities (consistent with 2021).</p> <p>Parental Leave</p> <p>In 2023, 71% of employees who took paid parental leave were women and 29% were men. In 2023 unpaid parental leave was taken by 14 employees, with 86% being women and 14% men, signalling a notable overrepresentation of women in this category. There is limited comparison with 2021 data available due to slight differences in reporting.</p> <p>Carers Leave</p> |
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| | | <p>Carer's leave uptake is 66% Women and 34% Men, comparative to (same as) org-wide gender composition</p> <p>Measuring progress for this indicator is unclear. Progress has been made in some areas. For example, People Matter Survey data shows an increase in men feeling able to access flexible work arrangements, which could positively impact their ability to support families and caring duties. Likewise, more women in leadership roles feeling better supported to use flexible work arrangements, potentially leading to an increase in the number of women able to step into these roles. On the contrary, the drop in confidence around family violence leave is of concern given the significant internal efforts in this space.</p> |
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| <p>Gendered segregation within the workplace</p> | <p>No</p> | <p>Bullying Among People Matters Survey respondents, experience of bullying at work increased slightly from 12% in 2021 to 13% in 2023. Women reported a notable increase in bullying, rising from 11% in 2021 to 14% in 2023. Male respondents remained at 9% compared to the previous year. Gender diverse or undisclosed respondents experienced a particularly high rate of bullying, with 25%, although no comparison data is available for 2021.</p> <p>Discrimination According to the People Matters Survey data, the incidence of workplace discrimination among respondents increased from 5% in 2021 to 8% in 2023, with women disproportionately affected. Women reported a 5% increase in discrimination since 2021. Male respondents reported a lower rate of discrimination (3%) compared to both the previous year (2%) and the overall average. Gender diverse or undisclosed respondents reported a discrimination rate of 13%, although no comparison data is available. . Men that experienced bullying most often reported this was a from a colleague (70%) whereas women indicated it was managers/supervisors (62%).</p> <p>Cultural Safety In 2023, 84% of women, 80% of men, and 63% of gender-diverse or undisclosed respondents reported feeling culturally safe at work. This marks a 2% decrease for women and a 7% decrease for men compared to 2021. Additionally, 60% of staff with disabilities reported feeling culturally safe.</p> <p>Further consultation with staff needs to be conducted to fully understand the experiences of people with disabilities. It is hoped that the role out of Active Bystander Training which takes an intersectional approach may help to shift the data presented above. Likewise, increased promotion of the anonymous reporting portal would be beneficial.</p> |
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QUESTIONS



If you have any questions about the Gender Equality Action Plan Progress Report, please contact our Gender Equity Business Partners.

Phone 1300 368 333 or 9294 6905

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To read more about our Gender Equity Action Plan, please visit our website here www.yarraranges.vic.gov.au

REFERENCES

- ❖ Gender Equality Action Plan (GEAP) 2021-2025- <https://www.yarraranges.vic.gov.au/Council/Councillors-executive-team/Gender-equity-family-violence/Gender-equity>
- ❖ Gender Equality Amendment Regulations 2023 - <https://www.genderequalitycommission.vic.gov.au/gender-equality-amendment-regulations-2023>
- ❖ Gender Equality Act 2020 - <https://www.genderequalitycommission.vic.gov.au/about-gender-equality-act-2020>
- ❖ Commission for Gender Equality in the Public Sector Insights Portal - <https://insights.genderequalitycommission.vic.gov.au/application-dashboard>
- ❖ Council Plan 2021-2025 - <https://www.yarraranges.vic.gov.au/Council/Corporate-documents/Policies-strategies/Council-Plan-and-Budget>
- ❖ Workforce Plan 2022-2026 (YR Ignite) - <https://www.yarraranges.vic.gov.au/Council/Corporate-documents/Policies-strategies/Workforce-Plan-2022-2026>
- ❖ Community Vision 2036 - <https://www.yarraranges.vic.gov.au/Council/Community-Vision-2036>
- ❖ Our Values - <https://www.yarraranges.vic.gov.au/Council/Councillors-executive-team/Our-Values>