



# Gender Equality Action Plan 2023 Progress Report

DAREBIN CITY COUNCIL



# Acknowledgement of Country

I acknowledge the Wurundjeri  
Woi wurrung People who are the  
Traditional Owners of the Land.  
I recognise their continuing  
connection to Land, Water and  
Culture. I pay my respects to  
Elders past, present and emerging.

**Artwork by Natasha  
Ellis-Corrigan, proud  
Jinibara/Bundjalung  
woman.**

**Aboriginal artist from  
Jinibara Designs.**

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# CEO Message

**Gender equality is what we, as a Council, are striving for. It's about providing an environment that aligns with the thinking that everyone is treated with respect and dignity and where everyone has equal access to resources, decision-making, and opportunities to live their working lives well and have their rights upheld—a workplace for all to thrive and belong. This mirrors what we desire for the Darebin community.**

As an organisation, we are required to report our progress under the Gender Equality Act 2020 against our first Gender Equality Action Plan (GEAP) endorsed by the Council in 2021. This report details our progress against the 40 actions outlined in our GEAP that responds to seven workplace gender equality indicators. These indicators provide a structured framework to lead, remove systemic barriers and embed gender equality principles in our workplace. Underpinning these actions are our organisational values – our common ground – to guide us in working together to deliver service excellence for our community. They are: 'We make a difference', 'We have integrity', 'We are accountable', 'We show respect', 'We are creative' and 'We are collaborative'.

I am pleased to outline our GEAP Progress Report covering the period from 1 July 2021 until 30 June 2023. In these two years, we have significantly improved, integrating better work practices in response to those action items.

Some of the progress highlights include:

- Significant improvements have been made to data collection in the HR and Payroll systems. This includes improvements in recording promotions, higher duties, and secondments.
- There have been 41 Gender Impact Assessments over the reporting period across Council policies, programs and services
- Out of the 40 GEAP initiatives, seven have been completed, and 24 are in progress. This includes:
  - The completion of Welcoming Cities Accreditation,
  - The submission of Darebin's first Rainbow Tick Accreditation

- The expansion of diversity and inclusion online and facilitated training opportunities across the organisation
- An internal review and update process of all People and Culture policies and procedures with an equity and inclusion lens
- The establishment of a staff Pride Network
- The implementation of the new Flexible Work policy, procedure and new form. This has allowed for a clear process and tracking of flexible work requests as well as reporting on the number of staff accessing flexible work arrangements

The journey of achieving a workplace where we no longer need to correct gender inequality in our structures, systems, processes and practices is still a long way ahead. Embedding gender equality in everything we do requires commitment and consistency by everyone, from our senior leaders to every individual team member. Our value of 'making a difference' means that we act with a positive purpose and treat everything we do with a desire to empower and enable others and not just with an attitude of compliance.

These results demonstrate that we can be confident we are on the right track to continue delivering real and measurable impacts that address gender inequality at Darebin. I will ensure that we stay accountable and continue to provide you with future reports to celebrate our achievements.



**Michael Tudball**  
Chief Executive Officer

# Workplace Gender Indicators

The Gender Equality Act 2020 establishes the seven workplace gender equality indicators. Each indicator corresponds to a region where workplace gender inequality perseveres and where progress towards equality must be shown. (Abridged from Workplace gender equality indicators [genderequalitycommission.vic.gov.au](http://genderequalitycommission.vic.gov.au))





# Our Progress

# Gender Impact Assessments



The Equity Impact Assessment (EIA) is a key tool that helps ensure our policies, programs, and services are equitable, inclusive, and accessible for all. The following table sets out the EIAs that occurred during the reporting period. It aims to improve the outcomes for the Darebin community significantly.

Subject	Description	Status	Confirm if actions taken	Describe actions taken
<b>Your Street, Your Say</b>				
Policy	The Your Street, Your Say program involves applying the LAPM approach across the entire municipality as part of a recurring three-year cycle. The program will consider Local Area traffic management, road safety, on-street parking (i.e., time restrictions, residential parking permits) and landscaping. The community will play a key role in identifying issues and opportunities in local areas to the outcomes they would like the program to achieve.	New	Yes	<p>Data segmented by community location showing how people of different genders use the transport network in different ways was used to inform planning for community engagement.</p> <p>For example: data showed that women are far more likely to feel unsafe walking in public spaces and change their travel behaviour in response to these concerns, creating a barrier to accessing services such as public transport. Therefore, community engagement aimed to ensure women's feedback was proactively encouraged.</p> <p>Community engagement locations, times and methods aimed to ensure community feedback was heard from people of different genders and aligned with Darebin's wider demographic profile.</p>
<b>Customer Experience Strategy development - Community Engagement</b>				
Policy	Community engagement for the development of Darebin's Customer Experience Strategy. The Strategy will drive the organisation to be customer-centric and champion the voices of our customers in our decision-making, service delivery and planning processes.	New	Yes	Engagement methods were made more flexible to include a variety of response submission times and methods, including online, phone, and in-person at customer service centres.

Subject	Description	Status	Confirm if actions taken	Describe actions taken
<b>Domestic Animal Management Plan</b>				
Policy	The Domestic Animal Management Plan is a four-year plan legislated by the Domestic Animals Act that all Local Government Organisations must complete and submit to the State. Preparation for the plan includes community consultation to ensure that pet owners and people affected by pets are included in the development of this document.	New	Yes	<p>Final Plan included reference to Council's family violence pet accommodation program p.10 "Temporary accommodation of residents' pets to support family violence victims or survivors in an emergency or crisis at the Epping Animal Welfare Facility."</p> <p>Final Plan included Action to "Audit animal management forms to check that they are inclusive regarding any information required related to gender or culture and make any adjustments needed."</p>
<b>Memorial Policy</b>				
Policy	The Memorial Policy will guide the Council in assessing and considering community requests for memorial installations.	New	Yes	The final policy was updated to include the following: "Council is committed to gender equity and acknowledging the contribution of all peoples who have made a significant contribution to the Darebin community and will seek to ensure balanced gender representation across plaques and memorials."
<b>Homelessness - Expansion of Assertive Outreach Program</b>				
Program	The current Assertive Outreach program (for people experiencing homelessness/ rough sleeping) is being delivered by an external service provider. The program began as a 2-year pilot in January 2020. An expansion of the Assertive Outreach program is included in the Council Plan 2021 - 2025, with a public tender process for this expansion due to take place in January/ February 2022. It is anticipated the successful organisation will be appointed from April 2022 onwards.	For Review	Yes	<p>In direct response to the identified needs of those experiencing homelessness in Darebin, the proposed service was developed with the guidance and feedback of specialist homelessness agencies (including organisations that support specific cohorts, such as women and Aboriginal and Torres Strait Islander people). Ongoing feedback has been sought through regular meetings with the service provider and specialist homelessness organisations about identified gaps and needs in the sector.</p> <p>The successful service provider joined the Darebin Family Violence Network to strengthen referral pathways and support outcomes for cohorts at increased risk of homelessness as a result of family violence.</p> <p>We recognised that people of diverse genders may not access the current program at the same rate. Women and gender-diverse people's experiences of homelessness are more 'hidden', and men are more likely to experience more visible forms of homelessness, such as rough sleeping. In response to this, the expanded Assertive Outreach program focuses on ensuring connections are made and support provided to all people who are experiencing homelessness, including women, gender-diverse people and those who may not be 'visibly' homeless.</p>



Subject	Description	Status	Confirm if actions taken	Describe actions taken
<b>Increasing kinder participation for 3- &amp; 4-year-olds</b>				
Service	This project aims to develop promotional materials for kindergarten registration to engage culturally and linguistically diverse (CALD) families in Darebin, focusing on Darebin North.	New	Yes	<p>It was noted that women often apply for kindergarten and support their children in accessing early years services, so engagement and marketing are considered here.</p> <p>We utilised community events to talk to families and hear their feedback to understand what information about 3- and 4-year-old children might be helpful for the Council to provide to community members.</p> <p>Promoted feedback opportunities through Darebin's Family Violence Network.</p>
<b>Workforce Plan</b>				
Policy	Within the Local Government Act 2020 scope, the Council's Chief Executive Officer is responsible for developing and maintaining a workforce plan. It outlines the current and future workforce requirements for the organisation.	New	Yes	<p>The plan states strong links between this document and the Gender Equality Action Plan (GEAP) throughout.</p> <p>The plan sets out measures to ensure gender equality, diversity, and inclusiveness.</p> <p>The plan states a key commitment to "Promoting gender equity, diversity, and inclusion in our workforce and attraction and recruitment practices."</p> <p>GEAP staff survey data was utilised to support employee analysis to inform action planning (noting data limitations).</p>
<b>Staff Gifts Policy</b>				
Policy	This policy attempts to articulate all the issues associated with offering gifts, benefits, and hospitality to Council staff during their roles. This includes defining what is or is not an applicable gift or benefit, exploring levels of hospitality, how to appropriately deal with offers, the reporting required when gifts etc. are accepted and declined, and the general approach and standards that staff must adhere to in the local government environment.	For Review	No action taken	<p>During the GIA process, advice was given to consider how this policy could respond to the gendered nature of gift-giving. For example: Most community-related fields of work where gifts offered/received are small tokens of appreciation, tend to be women-dominated (e.g., aged care), whereas where gifts/hospitality can be more substantial and potentially influence decision tend to be dominated by men. This was not included in the Policy due to limited time to research or gather this data and the overarching Policy itself was broad enough in its scope to mitigate any risks associated with gendered dimensions to giving and receiving gifts.</p>

Subject	Description	Status	Confirm if actions taken	Describe actions taken
<b>Transport Strategy Refresh and Bike Action Plan</b>				
Policy	The Darebin Transport Strategy is the Council's plan for managing transport and traffic in the City of Darebin over the next 20 years. It aims to enable all Darebin residents to easily go wherever they want while addressing the environmental and social issues caused by our existing car-based transport system.	For Review	Yes	<p>During GIA, the intersections between gender and different use/patterns of transport due to gender roles were discussed. For example, women tend to drop off kids (potentially on their way to work). Safety, particularly for women, was also noted as a key consideration, notably on public transport + last km to home. The strategy addressed these issues by including the following actions and policy statements:</p> <p>“A20 Improved public lighting. This is particularly critical for encouraging people to walk or use public transport for journeys to and from work in winter, for shift workers and evening outings”.</p> <p>“A15-1 Promote community safety, with an emphasis on enhancing safety around public transport and improving perceptions of safety. This includes embedding community safety and equity into the council's design practices, advocating for safe community travel and developing programs designed to promote safe travel”.</p> <p>“The DTS has a five-pronged strategy for increasing the rate of walking and cycling: Enhancing the actual and perceived safety of walking and cycling routes in terms of both traffic accidents and personal crime”.</p> <p>“P9 Pedestrian needs and safety outcomes will be considered in all transport infrastructure upgrades and road works. Whenever roads are being resurfaced or upgraded, Council will integrate pedestrian improvements such as wider footpaths and pram crossings and will consider the immediate and ongoing safety implications for all road users.”</p>

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<b>Neighbourhood Health and Wellbeing Indicators</b>				
Service	Darebin City Council is seeking to appoint a consultancy to conduct primary research on health and wellbeing outcomes in the neighbourhoods of East Preston and the Reservoir area of Darebin. Residents in these areas experience significant disadvantages compared to the rest of Darebin and are, therefore, a focus of the Council's community development and health and wellbeing initiatives. Since 2015, Darebin City Council has been running neighbourhood-level versions of the survey to capture neighbourhood-specific data to gain a more detailed understanding of community needs within the East Preston and East Reservoir neighbourhoods.	For Review	Yes	<p>The research was conducted with a sample that reflects the underlying population of the local community in relation to age, gender, ethnicity, and socio-economic profile. Survey finalised to include:</p> <p>“On a scale of zero (lowest) to ten (highest), how safe do you feel in public areas in your neighbourhood during the day”.</p> <p>“On a scale of zero (lowest) to ten (highest), how safe do you feel in public areas in your neighbourhood during the night”.</p> <p>“If you were to become aware that a family member or close friend was currently a victim of domestic violence, how likely would you intervene in any way at all?”.</p> <p>“What is your gender? Male, Female, I identify as____, prefer not to say”.</p>
<b>Electric Vehicle Charging Policy</b>				
Policy	<p>The policy provides certainty to property developers on our planning requirements for electric vehicle charging in new developments.</p> <p>It also helps us promote convenient charging options for all residents and visitors. It expands our network of convenient electric vehicle charging stations across Darebin – making it easier to switch from petrol vehicles.</p>	New	Yes	<p>Flexible engagement times and methods were offered, including online, in-person, email and phone- with options to provide feedback 24/7.</p> <p>Community engagement collected demographic data from engaged community members, capturing information about postcode, age, gender, disability, Aboriginal and Torres Strait Islander identity, and language spoken at home. This helped assess whether our feedback sample was representative of the broader community demographic profile.</p>
<b>Occupational Health and Safety (OHS) Policy</b>				
Policy	This Policy is a tool for the Council to guide decision-making and accountability regarding the organisation's OHS compliance.	For Review	Yes	<p>Policy updated to include “Through the Gender Equality Action Plan, and any associated policies, promote, encourage and facilitate the actions toward achieving gender equality and minimise the risk of gendered violence and sexual harassment in the workplace”.</p> <p>The policy was updated to include the link to Darebin's Sexual Harassment Policy.</p> <p>The policy was updated to reference the Gender Equality Act 2020.</p>

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<b>Volunteering Strategy</b>				
Policy	<p>Volunteer engagement at the Council is presently decentralised. Due to changes in legislation, demographics, lifestyles, volunteer motivations, stakeholder expectations, the availability of volunteers and the impact of COVID-19, the need has been identified (and reflected in the Council Plan 2021-25; Action 1-20) for a strategic framework to guide volunteer engagement at Council. It has been recognised that a coordinated approach to volunteering across the Council is needed to ensure our commitment to volunteer participation is articulated through a shared vision, planning, transparent and fit-for-purpose processes, appropriate resourcing, fairness and equity.</p>	New	Yes	<p>To support people of different genders to volunteer in areas where their gender is under-represented, the Plan was finalised to encourage opportunities for people of all genders to apply for volunteer roles. This responded to GIA discussions exploring the relationship between gender and volunteering in particular: societal gendered expectations leading to women doing more volunteering/unpaid labour than men and noting for example most volunteers in caring roles are women.</p> <p>The Plan was finalised to include references to Darebin's Gender Equality Action Plan objectives.</p>
<b>Disability Community Award Category preliminary review</b>				
Program	<p>Councillors have requested a report by Darebin Officers to explore ways in which participation and advocacy by people with disability could be recognised and consider if the existing Darebin Community Awards Program could include a disability category. This consideration is step one in reviewing the Darebin Community Awards. Step 2 will review the entire awards program at a later date.</p>	For Review	Yes	<p>GIA discussion informed decision-making to recommend that the Council not add another category at this stage and instead wait for the external comprehensive review of the whole awards program. In doing so, the comprehensive review should include a more explicit and stronger gender lens - not through the creation of a "woman of the year" or equivalent award category, but through the integration of gender consideration throughout application form, criteria, panel composition, etc.</p>

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<b>Electronic Gaming Machine (EGM) Policy Review</b>				
Policy	<p>The Policy aims to free the City of Darebin of the harm associated with Electronic Gaming Machines. The policy recognises the significant harm caused by EGMs to the well-being of our community and that EGM losses contribute to the poor health and well-being outcomes experienced by some Darebin residents. The policy also recognises that the impact of Darebin's EGM losses is most strongly felt by neighbourhoods that already experience disadvantage and health inequity. By seeking to reduce the harm caused by EGMs, the policy contributes to the well-being and equity objectives of the Council.</p>	For Review	Yes	<p>Informed by the following information reviewed during the GIA, the completed EGM Policy highlighted a strong Public Health prevention of gambling harm response message throughout: Research shows a strong link between gambling and family violence; Family violence is three times more likely to occur in families in which there is a person harmed by gambling; Gambling increases the frequency and severity of family violence; By minimising the harm caused by gambling, the Policy and Action Plan will contribute to the prevention of family violence. There are gendered differences in terms of poker machine user motivations, preferences, and use patterns. For example, based on recent research, younger men are more likely to be moderate-risk poker machine users than younger women. Older women were more likely to be lower-risk poker machine users compared to older men.</p> <p>Community consultation sought to offer flexible times and methods for people of all genders to provide feedback, including online and in-person, outreach in person to community groups, and established community networks, including Darebin's Family Violence Network.</p>

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<b>Darebin Intercultural Centre Programming Think Tank</b>				
Policy	A Programming Think Tank (PTT) consisting of 13 community members with diverse lived experiences worked with Council officers from October 2021 to June 2023 to co-design a renewed Vision, Mission and Programming Framework (PF) to guide the work of the relocated Darebin Intercultural Centre.	New	Yes	<p>The Framework was completed to articulate:</p> <p>“Promoting intercultural understanding and removing barriers to participation involves many communities within Darebin. Women and people of different genders are a cohort that the program will work with. The first annual action plan details how the program will promote gender equity and address gender inequality in a co-designed partnership with relevant community organisations”.</p> <p>“Many diverse factors influence one’s experience of one’s culture; one’s sexual orientation, gender identity, ability, socio-economic status, faith or no faith, age, education, marital status, ethnicity, nationality, language, income, occupation and so forth, all influence one’s lived experience.”</p> <p>“Darebin is home to Aboriginal people from many of the 500+ clan groups that exist in Australia and is also home to Aboriginal and Torres Strait Islander peoples of many skin, moiety and language groups, genders, ages, abilities, sexualities and gender identities.”“We are particularly committed to supporting the rights of people and groups who experience discrimination and disadvantage, including: ...women and girls... transgender, intersex people...”</p>

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<b>Place and Road Naming Policy</b>				
Policy	The Council is reviewing the Place and Road Naming Policy, which guides the Council in exercising its powers as a naming authority under the Geographic Place Names Act 1998 (the Act) to name or rename roads, features, and localities within the City of Darebin in accordance with the Naming Rules for Places in Victoria.	For Review	Yes	<p>The Final Policy includes Gender Equality as one of the 13 guiding principles to consider when applying the Policy.</p> <p>The final document links to the Gender Equity and Preventing Violence Against Women Action Plan 2019-2023 as one of the governing documents guiding the Policy.</p> <p>Final policy completed to include: “The Gender Equity and Preventing Violence Against Women Action Plan has several actions across two action areas that can be realised through this naming policy. The two action areas are safe, inclusive, and respectful communities; and women’s participation in community life”.</p> <p>Final policy completed to include: “Two of the key actions are: Embed gender equity principles into Council’s policies, practices, planning and service delivery; and support initiatives that seek to promote gender equity with particular focus on groups of women who experience compounding forms of discrimination, including Aboriginal women, women with disabilities, women from migrant, refugee and asylum seeker backgrounds, LGBTIQ+ women. In support of these principles and initiatives, Darebin will name at least 75% of all new naming requests for places, features and public roads after significant women”.</p> <p>The final policy completed refers to The Darebin Open Space Strategy and highlights three specific actions from the Open Space Strategy that relate to this Policy: “Achieve gender parity in the naming of open spaces as quickly as possible over the course of this strategy (and beyond) through naming at least 80% of new public open spaces (and renaming existing spaces where appropriate) for significant women.”</p> <p>Final policy completed to include the priority statement: “Names of significant women to address the lack of recognition of women and demonstrate Council’s commitment to gender equity. Where naming proposals are concerned with individuals, at least 75% of all those naming proposals will be for significant women considering intersectionality with other naming priorities. Names associated with diversity, equity, social justice or community leadership within our community (People with Disability, LGBTQIA+ OR leader for diversity, equity, social justice or disadvantage) to reflect Council’s strong commitment to diversity, equity and social justice.”</p> <p>The Community consultation, which helped to inform the development of this Policy, included consultation.</p>

Subject	Description	Status	Confirm if actions taken	Describe actions taken
<b>Rainbow Tick Accreditation -pilot project planning</b>				
Program	The Council plans to undertake the Rainbow Tick Accreditation for several Council Programs and Services. The Rainbow Tick accreditation will help the Council provide safe, inclusive, and affirming services and employment for LGBTIQIA+ community members and meet the goals and objectives of the Council Plan, Darebin's Towards Equality Framework, and Gender Equality Action Plan.	New	Yes	<p>The Rainbow Tick project brief was updated to include:</p> <p>Special attention must be paid to ensuring the process is inclusive of people who are not "out" and that people do not feel pressure to "come out" to experience LGBTIQIA+ inclusive service. Furthermore, not everyone will fit neatly into Western frameworks/ understandings of queerness.</p> <p>Gender does impact the way the process is used/accessed. People of different genders have different needs and will benefit from the process differently.</p> <p>LGBTIQIA+ people also exist within a broader context of masculinised social norms, which are further entrenched by binary gender norms linked to heteronormativity and cisnormativity.</p> <p>Transmisogyny is the confluence of transphobia and misogyny that trans women may experience. Society (and institutions) often rely on restrictive binary gender norms – the response to the people who are challenging gender binaries may include violence, hate and marginalisation. The process intends to improve access and inclusion for non-binary people.</p>
<b>TW Blake Park Upgrade</b>				
Program	Each year, the Parks and Open Space team review asset gaps throughout the municipality and allocates funds to complete important upgrades. TW Blake has been identified as a priority location for the upgrade as part of the 2022/23 Capital Works Program. Council will actively engage the community and ask which site improvements they would most like to see. By putting the community at the heart of our decision-making, the Council can make more informed decisions about site improvements.	New	Yes	<p>The draft design considered perceptions of safety for people of different genders, particularly women.</p> <p>Community engagement prompted feedback around children's play space inclusion.</p> <p>The completed communications plan noted that presently activity in the existing space is dominated by men's sporting clubs.</p> <p>To increase community engagement participation by people of different genders, particularly those with caring responsibilities for children, flexible engagement options were offered, including online, in-person and 24/7 opportunities to provide feedback.</p>



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<b>Parking Permit Policy</b>				
Policy	This policy is an action item within the Council Plan that seeks to review or amend Council's resident parking permit policy.	For Review	Yes	<p>While the completed policy does not explicitly refer to gender, the community engagement actively sought to hear from people of different genders. It ensured engagement methods were flexible by offering online and in-person options to ensure people with caring or other responsibilities could participate.</p> <p>Feedback from women and gender-diverse community members to inform the development of the policy was sought from Darebin's Gender Equity and Sexuality, Sex, and Gender Diverse Advisory Committees, as well as community and social groups, care providers, and networks.</p> <p>The policy was completed to include a new category of Carer Permit which will benefit women who are overrepresented in paid and non-paid carer roles.</p> <p>Community Engagement Plan finalised to include: "As part of collecting these responses, we will be collecting personal and demographic information (e.g. name, address, email, age, gender, disability status, indigenous, language spoken at home) which will let us know if we have a representative sample."</p>
<b>Municipal Emergency Management Plan</b>				
Policy	The Municipal Emergency Management Plan is a Legislative requirement for the Council. It is a comprehensive plan for how the Council responds to emergencies in the LGA and ensures that the Council has the resources and personnel to respond.	For Review	No action taken	<p>The finalised Plan included the following: "Within an emergency management and recovery context, there are a number of vulnerable communities residing in, visiting or travelling through Darebin. These include Refugees, newly arrived groups and international students; residents with a disability; First Nations people; isolated senior residents over 65 years of age; children under 5 years; those experiencing chronic health issues including mental illness; those experiencing homelessness and housing stress; women and children experiencing family violence."</p> <p>Due to time constraints, the following actions were not incorporated in the development or completion of the Plan: Reach out to Darebin's Family Violence Network and Darebin's Gender Equity Advisory Committee for feedback to inform the Plan, as we know Family Violence increases in emergency situations.</p>

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<i>continued...</i>				<p>Strengthen information relating to gender, including medical requirements, products and material aid relating to sanitary products, and access to medication, including hormone supplements, nappies, and baby formula.</p> <p>This advice will be considered in the development of the future iteration of the Municipal Emergency Management Plan.</p>

### Waste Services - community engagement

Policy	<p>Council currently delivers kerbside waste and recycling (mixed recyclables plus food and green organics) collection services to households and some businesses. This project focuses on upcoming changes to our residential curbside waste services, including hard waste collection. Following a public consultation period, Darebin will then adapt the current model of hard waste collection prior to engaging a new contractor in 2023-24. The consultation seeks to target 'all' Darebin residents or ratepayers who receive Council waste services.</p>	New	Yes	<p>A range of flexible community engagement methods were offered to ensure people of different genders could provide feedback at a time and in a way that suited them.</p> <p>A focus group with older men was convened at a local community centre to respond to data on behaviours associated with waste and recycling, which show that 1. women tend to care more about this topic than men, and 2. men of all ages tend to hold more negative attitudes to recycling than women.</p> <p>All data collected included gender identity beyond the binary categories of 'man and woman'.</p>
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### Safeguarding Children Policy

Policy	<p>This policy addresses the Council's legislative obligations regarding child safety and creates clear expectations for staff regarding their child safety obligations.</p>	For Review	No action taken	<p>Although the final policy was finalised to include 'intersex and gender diverse' children within the policy statement, inadequate time prior to the completion deadline was factored in to review and integrate information pertaining to the impact on gender for this policy update.</p>
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Subject	Description	Status	Confirm if actions taken	Describe actions taken
<b>Art Collection Policy</b>				
Policy	Darebin Art and Collection Policy 2018 is now due for renewal. The policy provides guidance for Council's work in the acquisition and management of the Darebin Art Collection referred to as 'the Collection'. The policy supports a major function of the Creative Culture and Events Department - 'Conservation, preservation and acquisitions of Council's cultural assets and collections'.	For Review	No action taken	<p>Unfortunately, the following considerations around gender were not included in this policy update round, in part because GIA feedback was unintentionally overlooked during the updating process. GIA feedback has been noted for integration into the next review.</p> <p>There is a need for a stronger/more explicit gender lens in the new iteration of the policy.</p> <p>Ensure gender balance on both advisory panels (arts acquisition and arts and heritage)</p> <p>It is important to make the gender lens explicit in the acquisition criteria – ensure men, women, and non-binary people are included as artists whose works are acquired, as well as in the composition of advisory panels, etc.</p> <p>It is important to explicitly mention gender more broadly as a criterion.</p> <p>The next update of the Policy should consider a priority gender overlay on acquisition criteria.</p> <p>We need to have a gender overlay on this and ensure equitable representation of women, men, and non-binary artists.</p>
<b>Community Engagement Plan Template</b>				
Policy	<p>We are updating our Community Engagement Plan template. The Community Engagement Plan is:</p> <p>A summary document was drafted by the project team, edited and approved by the Community Engagement Team, and signed off by managers. It documents the community engagement approach and strategies for the engagement.</p>	New	Yes	<p>The final template was finalised to include a sex and gender lens for all stakeholder groups, prompting users to address how women, girls, and non-binary people in each of these stakeholder groups might (or might not) have different needs to participate fully in the engagement.</p> <p>The final template highlights obligations under the Gender Equality Act 2020 under the "key stakeholders" section.</p>

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<b>Social Media Policy</b>				
Policy	This policy provides Darebin City Council staff, volunteers, consultants, and contractors with standards of use for conversations or interactions using digital media. The intention is to ensure that the Council's use of social media platforms to communicate with various stakeholder groups is effective, informative, and appropriate.	For Review	Yes	<p>The final policy was completed to include a requirement for social media posts to include 'gender-neutral language'.</p> <p>Policy moderation guidelines finalised to include social media administrator's response to: "...gender... sexual orientation."The following GIA discussion points were not explicitly included in this completed policy as they were noted as perhaps more applicable to supporting documents, for example, the Social Media Framework:</p> <p>Consider how community members use social media differently and how to leverage this knowledge to target engagement. Facebook is presently not a preferred platform for young people; women are more likely to use visual platforms (Instagram, Facebook, Pinterest); men are more likely to use text-based platforms (LinkedIn, Twitter); women use social media more to socialise and maintain existing networks; men use it more to build influence and build contacts professionally; women are more likely to receive negative feedback when they post their opinions compared with men; 'trolls' are more likely to be men than women; young/teen women use social media at higher rates than other cohorts with Council's services.</p>
<b>Business Kit</b>				
Policy	We will develop a Darebin Business Kit that clearly summarizes the Council's support, resources, and information for prospective, newly established, and existing businesses.	New	Yes	<p>The kit has been finalised with an updated section on inclusive strategies and resources to recruit and retain your staff. This section includes a "Link to employment programs for youth, migrants and refugees, women, people with disabilities, and Aboriginal and Torres Strait Islander people/communities."</p> <p>The kit was finalised to include references to Darebin's social and sustainable procurement aims, including those relating to gender equality.</p>

Subject	Description	Status	Confirm if actions taken	Describe actions taken
<b>Community Safety Map</b>				
Program	Council has a need to understand the experiences of community members in public and community spaces through a gender and safety lens. The Community Safety Map will be an online interactive tool Council will encourage community to engage with to their locational experiences. Feedback collected via the Community Safety Map will help Darebin to prioritise improvements across the city.	For Review	Yes	After thorough discussion with the Equity Impact Assessment (incorporating GIA) Team, it was determined to rename the Community Safety Map, instead of Gender Equality Map. This was recommended to address the infrequency of which this Map is made available for community feedback (the last map was several years ago). By broadening out the focus, while still collecting disaggregated data about the gender of people making submissions, a greater number of submissions from the wider community providing feedback about a greater range of topical community safety information could be expected. In anticipation for women and gender diverse people providing information about sexual harassment or assault, the following statement was included in the preamble to the Map, with the information for "1800RESPECT" provided in the FAQ "Please note that this survey will ask about sensitive topics which some people may find difficult. If this survey brings up any issues for you, there are supports available. See the FAQ for detail on support."
<b>Lease Renewal for Early Years Services in Council Buildings - lease document</b>				
Policy	The lease agreement document is being updated for Early Years Services in Council Buildings. Council leases 18 buildings to early years services including sessional kindergartens and long day care services.	For Review	No action taken	The overall document already had a strong gendered focus and consideration, this review focused on intersecting lenses- in particular - disability inclusion.
<b>Place-Based Community Development</b>				
Program	The Council is seeking requests for quotations from four community organisations to undertake place-based community development work with public housing residents, newly arrived and culturally and linguistically diverse community members/ communities in East Reservoir and East Preston.	New	Yes	Two local community organisations were funded for the implementation of two community development projects.  One of the key processes of both projects, whether working with culturally and linguistically diverse communities or people living in public housing, has been to carry out direct, local, street/ home-based outreach, which has ensured deeper engagement by women who experience gendered inequalities, racism, and economic disadvantage.

Subject	Description	Status	Confirm if actions taken	Describe actions taken
<i>continued...</i>				<p>The project's implementing partner organisation worked with culturally and linguistically diverse communities and coordinated a Reporting Racism and Islamophobia Workshop in early 2023 for local Muslim women and women of colour. Their participation was encouraged through direct local outreach, building on existing community relationships, and provision of interpreters and childcare.</p> <p>The two community organisations implementing the two distinct but interconnected development projects have collaborated to establish one joint Reference group to guide the priorities and actions of both projects. The majority of this Reference group has lived experiences of gender inequality, racism, and socio-economic disadvantage. Staff facilitate and support this group. Encouragement, psychosocial support, and skills building are integral parts of the Reference group.</p> <p>In both projects, women have been supported to take up leadership roles in their communities and linked with other opportunities and local initiatives. For example, one woman received training and facilitated a Victoria University research workshop on Reporting Racism, and another woman has become a recognised volunteer co-facilitating local actions with other women living in public housing.</p>
<b>KP Hardiman Pavilion Redevelopment Design</b>				
Program	This project will focus on planning, consultation, and design of Darebin City Council's top sporting pavilion priority, the KP Hardiman Pavilion Redevelopment.	New	Yes	<p>The design included gender-neutral bathrooms, changerooms and associated amenities.</p> <p>Consultation included engagement with the tenant sports club committee, including a woman representative, at key stages of the design phase to understand the needs of women and girls. External lighting was included in the pavilion design to create a safe space for walking to/from the car park and pavilion entry.</p> <p>The scope and design of the project followed the state government's 'Female Friendly Facilities Guidelines' to work towards a best practice facility that truly caters for women and girl players, spectators and officials.</p>

Subject	Description	Status	Confirm if actions taken	Describe actions taken
<b>MOU with Aboriginal Housing Victoria</b>				
Policy	The Council Plan includes an action to collaborate with Aboriginal Housing Victoria (AHV) to establish a Memorandum of Understanding (MOU) with Council. The Draft MOU has been developed following a collaborative co-design process with AHV and informed by a strategic exchange between AHV and DCC in February 2021. The Partnership supports self-determination, gender equity and environments for health outcomes by improving service coordination and response between agencies, strengthening access and support for AHV Tenants to Council services.	New	No action taken	The MOU doesn't explicitly include gender equity and preventing violence against women considerations but implementation through annual plans will include these considerations.
<b>Digital Inclusion Pilot</b>				
Program	Darebin will partner with an external organisation to deliver a digital learning and support program for people experiencing barriers to learning.	New	Yes	<p>Gender-disaggregated feedback data was collected from participants to help review and design subsequent project phases.</p> <p>Sessions strongly encouraged women to participate by promoting the project through existing networks and groups at community and health centres, in addition to neighbourhood outreach.</p> <p>Phase 2 of the Project delivered digital inclusion activities to a senior Greek women's group and a Somali women's playgroup.</p>
<b>Removal of Library Fines</b>				
Policy	This proposal aims to remove library overdue fines, which are a significant barrier to equitable access to Darebin Libraries. This will promote community participation, lifelong learning, and opportunities for connection for all community members, with significant benefits for the people who can least afford to pay overdue fines—the people who often need the library service the most.	New	Yes	<p>The proposal noted that:</p> <p>People who are negatively impacted financially by our current policy include People in caring roles and parents – particularly those with multiple children. Proportionally, the majority of these people identify as women. Removing fines will resolve this unintended yet gendered impact.</p> <p>Darebin Libraries provides proactive gender-inclusive services, programs, resources, and advocacy, including those that support and affirm all gender identities. Removing fines will promote greater access to these resources and opportunities for connection, validation, and education.</p>

# GEAP – Strategies and measures



The Gender Equality Action Plan was launched in January 2022. The four-year plan maps the commitments and actions to promote and take positive action towards achieving gender equality. This includes developing and delivering Darebin’s policies, processes, programs, and services. The report below is an update on the progress made to the end of the first Gender Equality Commission reporting period (1 July 2021 to 30 June 2023 )

Strategies and measures	Status	Year	Status description
Implement a workplace cultural change program with a focus on acceptable workplace behaviours	Ongoing	Y2	Implementing workplace cultural change is an ongoing process for our organisation. Frameworks, policies, procedures, processes and accreditations need to be created, developed and improved on to support the needs of the workforce and the organisation’s program and services
Consider Gender equality as a core principle in 2022 EBA negotiations	Complete	Y1	The EBA negotiations included consensus regarding the inclusion of Council’s commitment to gender equality and also a clause re: Gender Affirmation leave and support.
Review policies with a gender equality and primary prevention lens, including sexual harassment, flexible work, leave entitlements, recruitment and promotion	Ongoing	Y2	The gender impact assessments (GIAs) process helps the organisation to critically review policies, programs and services within the organisation, to ensure a gender equality and primary presentation lens is included.
Create infrastructure to address and respond to sexual harassment, including an e-module and establish anonymised reporting	In progress	Y1-Y2	During the reporting period online sexual harassment modules were reviewed to be included into the internal learning hub. Reporting on sexual harassment is recorded anonymously by Human Resources.
Include specific information on the GEAP in induction and onboarding of all new employees	Not started	Y1	The information regarding the organisation’s commitment to Gender Equity and the Gender Equity Action Plan will be implemented in to the revised induction program in 2024.



Strategies and measures	Status	Year	Status description
Develop a role level capability framework that captures leadership accountabilities	In progress	Y2	The inclusion of gender equity measurements is being lead by Coordinator of Culture and Capability and is currently being reviewed.
Deliver recruitment training for all staff who sit on panels, with a focus on understanding bias, representative panels and managing conflict of interest	In progress	Y2	The development of inclusive recruitment training is currently in progress within the People and Culture team. The new training will be rolled out across the organisation in 2024.
Review and adjust recruitment processes to incorporate diverse candidates and inclusive approaches	In progress	Y1-3	The Organisation's recruitment process is undergoing a full review and update, to employ a diverse workforce. This includes the re-design of all recruitment templates, policies and procedures across the organisation.
Develop departmental people performance dashboard including diversity metrics and roll out reporting	Not started	Y1	Darebin's four year People Strategy is in draft and will be implemented by June 2024. This will include scoping the reporting requirements on people performance and diversity metrics.
Provide targeted career development programs	In progress	Y2 - Y4	The Aboriginal Employment Program was established in 2017.
Consult with employees about the purpose and usefulness of establishing a multicultural and multi-faith resource group / peer support group /network	In progress	Y2 - Y4	In consultation with The Welcoming Cities Working Group, People and Culture are reviewing a Multicultural Employee Network.
Consult with employees about the purpose and usefulness of a disability resource group /peer support group /network and develop necessary infrastructure support	To be completed	Y2 - Y4	The framework of a Disability Network group is currently being reviewed by People and Culture.
Consult with employees about the purpose and usefulness of establishing gender equality resource group / peer support group / network or broader diversity and inclusion working group to address intersectionality	In progress	Y2 - Y4	The Gender Equity Action Plan Working Party and Steering Committee are the key organisational resource groups that work towards implementing the actions of.
Deliver on workplace commitments of the Aboriginal and/or Torres Strait Islander Employment Action Plan 2021-2023	In progress	Y2 - Y4	Being lead by Aboriginal Employment Program Coordinator.

Strategies and measures	Status	Year	Status description
Develop employee value proposition campaign to attract a broad and diverse workforce and respond to workforce attraction challenge	To be completed	Y1 - Y2	Consultation has commenced with senior leaders and a broad representation of staff to design an EVP. Input of this data is included in Darebin's draft People Strategy. When finalised, key actions on aligning EVP to recruitment and on-boarding, including communications will commence.
Create a space for and facilitate diversity and inclusion discussions related to our programmes and services	In progress	Y1 - Y4	Being lead by People and Culture and Equity and Wellbeing.
Raise awareness across the business units of common barriers to building diverse teams and equip people managers with the skills and knowledge to overcome these barriers.	In progress	Y2 - Y4	People and Culture are currently undergoing a review and update of all policies and procedures to ensure a gender equity lens is included the recruitment and development of the workforce.
Ensure new performance planning and review (PPR) system in Pulse incorporates diversity and gender equality principles in performance reviews for all staff	To be completed	Y2 - Y3	It is planned to review the efficiency and effectiveness of the new PPR system in the next cycle 2024/2025. In that review there will be the opportunity to discuss gender equality principles and how to incorporate this into the performance planning process.
De-identified complaints information reported on quarterly	Ongoing	Y1	There is a complaints tracker which is managed by the restricted staff in People Operations and this is reported to the Executive monthly. There were no complaints.
Complete review of internal complaints procedures, with consideration of how systems may disadvantage complainants	In progress	Y1 - Y2	A review of Councils Equal Opportunity Policy including complaint procedures was undertaken and approved by the Executive.
Roll out OHS Policy which has specific references to Code of Conduct, GEAP and references to gendered violence	In progress	Y1	It is currently being reviewed by the People and Culture team.
Introduce standalone sexual harassment training into mandatory training program	In progress	Y1	Online Sexual Harassment module on learning hub July 2023. Face to face training being sourced and reviewed key stakeholder training calendar.
Deliver bystander training for leaders, contact officers and People and Culture team	In progress	Y1	Being sourced and reviewed by Head of People Operations and Workforce Planning Lead.


Strategies and measures	Status	Year	Status description
Establish a baseline for data with integrity of the analysis and safeguarding / data protection; build trust to create a safe environment for the collection - accurate and complete of data - with the necessary safeguarding elements	In progress	Y1 - Y2	The People and Culture Team, lead by the Human Resources Analyst is currently mapping the organisation's Recruitment, Human Resources and Payroll Systems.
Increase diversity levels across department (including across role level and functional area)	Not started	Y2	Not started. Scheduled for post reporting period and work has commenced.
Reduce unconscious bias in succession planning, increase development opportunities and increase promotion levels across all cohorts	Not started	Y2	It is planned to implement mandatory training for People Leaders and all staff on Unconscious Bias and its application in the recruitment process, succession planning and promotion.
Retention of diverse staff is on par with whole of organisation level	Not started	Y3	This is not reported on, however Council is reviewing how this may be tracked.
Active management of bullying and harassment complaints in line with policy	In progress	Y1 - Y4	Council actively manages complaints in relation to bullying and harassment in line with policy. The de-identified data is reported to the Executive monthly.
Internal promotion of diverse calendar of events for staff; as well as staff stories	In progress	Y2 - Y4	Workforce Lead has worked with Communications and Equity and Wellbeing to map Days of Significance to be supported internally within the organisation.
Regular gender equality and diversity and inclusion communications internal forums	In progress	Y1	Internal Communication Teams and People and Culture are currently drafting and reviewing internal inclusion communication plan including Days of Significance.
Include Gender Equality in induction and broader training offerings, as well as training that supports understanding of factors impacting intersectionality such as disability and LGBTIQ+	In progress	Y1 - Y4	Training options are being sourced and reviewed with support from Learning and Development team.
Review of Council's Contact Officer network as a confidential resource for staff	In progress	Y2	New Expression of Interest for Contact Officers was communicated in August 2023.
Review keeping in touch processes and on boarding support for employees on parental and extended leave	Not started	Y1 - Y2	Not started. Scheduled for post reporting period.

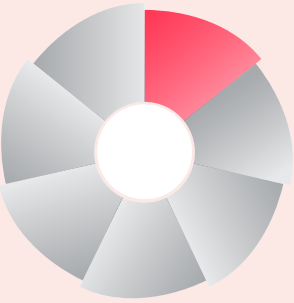
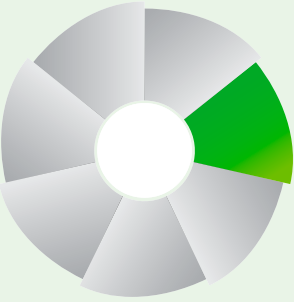
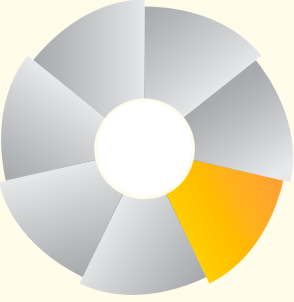
Strategies and measures	Status	Year	Status description
All people managers to complete training on how to manage flexible work arrangements	Not started	Y2	The People and Culture team are reviewing the flexible work policy, procedure, forms and reporting processes. Once these are updated, the training will be implemented across the organisation.
Coordinate internal and external days of celebration calendar	In progress	Y1	Calendar has been mapped, draft of days agreed across the organisation.
Run regular training on Council's safety management system with specific inclusion of how to report sexual harassment as an incident and a safety and wellbeing issue	Not started	Y1	Training will be included in the induction process for 2024. This will include how to make a report on the safety management system.
Consider setting gender targets through departmental workforce plans	Not started	Y1	Not started. Reviewing for post reporting period.
Increase diversity levels across department (including across role level and functional area)	Not started		Not started. Scheduled for post reporting period and work has commenced.
Retention of diverse staff is on par with whole of organisation level	Not started	Year	Not started. Scheduled for post reporting period and work has commenced.
Flexible work arrangements across department reflect policy and intent	In progress	Y1	People and Culture and Workforce Planning Lead supporting review process.
Flexible work arrangements across department reflect policy and intent	In progress	Y2	People and Culture and Workforce Planning Lead supporting review process.
Seek Rainbow Tick Accreditation for key services	In progress	Y1	Being led by Equity and Wellbeing with a June 2024 accreditation deadline.
Consult with employees about the purpose and usefulness of establishing an LGBTIQ+ resource group / peer support group / network and integration of the Rainbow Tick	In progress	Y2	Rainbow Tick Working Party Committee and Steering Group.



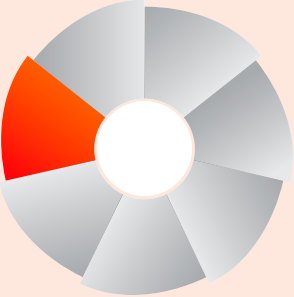
# Workplace Gender Indicator Progress

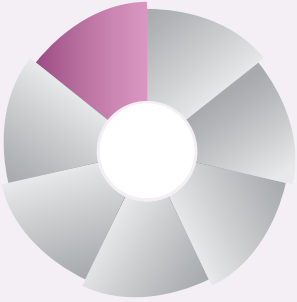


The table below shows the status update on Darebin’s progress with the workplace gender equality indicators. It includes a comparison and analysis of the progress of the organisational data over the reporting period and a discussion of the factors that have impacted our advancement.

Indicator	Confirm if progress has been made	Progress description
<p>This column contains the seven workplace gender equality indicators. Complete the 'required' fields, and you are encouraged to complete the 'recommended' columns to the right of each indicator.</p> 	<p>Indicate whether your organisation has made progress with the workplace gender equality indicators.</p>	<p>Demonstrate your progress with each workplace gender equality indicator. In this column, please explain why you believe changes in your data do or do not represent progress against each indicator.</p>

Indicator	Confirm if progress has been made	Progress description
<p data-bbox="105 241 424 331"><b>Gender composition of all levels of the workforce</b></p> 	<p data-bbox="456 241 497 264">Yes</p>	<p data-bbox="810 241 1485 394">The gender composition across Darebin's workforce generated a non-significant result of 1% between the 2021 and 2023 reporting periods. The result is due to self-described employees' inclusion in the 2023 results. However, employees who identified as self-described are not reported in the public data published by the Commission.</p> <p data-bbox="810 416 1485 519">The percentage of full-time staff at Darebin has stayed the same during the reporting period. However, a 6% shift of casual staff has been converted to part-time employment, primarily due to legislative requirements and staff movements.</p> <p data-bbox="810 542 1485 721">The gender composition by employment status shows no significant differences between women and men between 2021 and 2023 in the employment categories of full-time, part-time, and casual. The data, however, highlights the differences between men and women in the casual and part-time employment categories, with women being significantly overrepresented in these categories.</p> <p data-bbox="810 743 1485 896">There is limited data available on the intersectionality of Darebin's workforce in the reporting period to analyse the data further. Due to sample size requirements, it is difficult to track how the intersection between diverse experiences impacts the recruitment, retention, and career progression of staff.</p>
<p data-bbox="105 956 424 1014"><b>Gender composition of governing bodies</b></p> 	<p data-bbox="456 956 497 978">Yes</p>	<p data-bbox="810 956 1485 1158">The elected councillors are the governing body for local government under the Commission's reporting framework. Council officers cannot compare the data between 2021 and 2023, as the relevant data was not recorded correctly in the 2021 data. The gender distribution of the governing body is recorded correctly for the 2023 report. An annual collection process for this data is currently being discussed with the Governance team.</p>
<p data-bbox="105 1400 424 1588"><b>Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender</b></p> 	<p data-bbox="456 1400 497 1422">Yes</p>	<p data-bbox="810 1400 1485 1552">The data from the 2023 Gender Equity Progress report does not highlight any systemic pay gap issues, primarily when comparing men and women at all levels. Overall, when comparing median total remuneration, the pay gap between men and women for all employees is +1.6% which is within an acceptable performance range.</p> <p data-bbox="810 1574 1485 1776">The largest gaps are for self-described employees, where median total remuneration across every employment status (full-time, part-time, casual) is 11.7% lower and for full-time ongoing employees in this cohort, is 22.7% lower. Given the smaller sample size of self-described employees, it is difficult to extrapolate meaningful analysis from this data. However, examining the trend line in future progress audits will be useful.</p> <p data-bbox="810 1798 1485 1951">One of the most meaningful results appears for part-time ongoing employees, where the median total remuneration pay gap is -13.3% for women compared to men. A negative result means part-time ongoing women are paid significantly higher than part-time ongoing men, likely because they work additional hours.</p>

Indicator	Confirm if progress has been made	Progress description
<p data-bbox="105 241 395 300"><b>Sexual harassment in the workplace</b></p> 	Yes	<p data-bbox="810 241 1487 394">There were no sexual harassment complaints formally lodged with People and Culture or to external jurisdictions in the 2023 reporting period. The employee experience data (People Matter Survey 2023) indicates that 9% of employees anonymously reported that they had experienced sexual harassment in the workplace during the reporting period.</p>
<p data-bbox="105 743 418 824"><b>Recruitment and promotion practices in the workplace</b></p> 	No	<p data-bbox="810 743 1487 1043">During the reporting period, there was a 7% decrease in the external recruitment of women and a 2% decrease in employees who are gender diverse or did not disclose their gender. Compared to employees who left Darebin during the reporting period, a minimum shift in the gender composition was seen. Due to the inconsistency and unnecessary past customisation of data in the internal human resources and payroll system, we were unable to report promotions, higher duties, and secondments over the reporting period. The employee has now been cleansed and reporting fields have been updated, including an option to record an employee who has been promoted or has taken on higher duties.</p>
<p data-bbox="105 1214 424 1594"><b>Availability and utilisation of terms, conditions and practices relating to:- family violence leave; and- flexible working arrangements; and- working arrangements supporting employees with family or caring responsibilities</b></p> 	Yes	<p data-bbox="810 1214 1487 1415">There were no requests for Family Violence leave or support formally reported to People and Culture for the reporting period. However, leave may have been taken on an individual basis, with local area management or employees recording this leave as personal leave. Council officers in People and Culture have however tracked and monitored Family Violence leave requested for the post reporting period (July 2023 onwards).</p> <p data-bbox="810 1447 1487 1594">Council cannot easily report out on flexible work arrangements from the Human Resources and Payroll system and therefore Council officers have not provided this optional data for the reporting period. Further work has been undertaken to create a data form in the Human Resources and Payroll system for the next reporting period.</p>

Indicator	Confirm if progress has been made	Progress description
<p data-bbox="108 241 416 300"><b>Gendered segregation within the workplace</b></p> 	<p data-bbox="459 241 501 264">Yes</p>	<p data-bbox="815 241 1497 472">The data provided in the progress report does not highlight the significant pay differences traditionally between roles where men are stereotypically employed (i.e. typically full-time depot-based outdoor roles) and roles where women are stereotypically employed (i.e. normally part-time Community Service Worker roles). This is likely due to traditional occupational segregation. Council is exploring ways to increase female participation in non-traditional roles to provide greater employment opportunities.</p> <p data-bbox="815 495 1497 595">Of significant note is the high number of women in management roles, 58% compared to 42% of men in 2023. This has increased from 2021, when 53% of women and 47% of men were in management roles.</p>





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