

# Gender Equity



<b>Council Policy Number</b>	<b>164</b>
Date adopted	16 April 2019
Scheduled for review	April 2022

## Purpose

To set principles for Campaspe Shire Council (Council) to ensure it maintains a gender equity based approach to all organisational operational activities.

## Policy Statement

Council is committed to supporting gender equity in our workplace. We aim to ensure that all staff have the same opportunities, rights and respect, regardless of their gender.

Gender equity is the process of being fair to women and men. Gender equity recognises that within all communities, women and men have different benefits, access to power, resources and responsibilities.

Council will embed the following principles and activities to demonstrate its commitment to gender equity.

### 1. Principles

- a. Ensure Council as a workplace provides equitable opportunities for its male and female employees and maintains an organisational culture which supports gender equity.
- b. Promote a family friendly workplace for men and women through the following activities:
  - i. Parental leave options to both men and women
  - ii. Flexible working arrangements to staff
  - iii. Access to baby feeding facilities within Council buildings
  - iv. Working from home options for staff
  - v. Maintain awareness around family and domestic violence and having appropriate policy and procedures to support staff
  - vi. Regular review of policy, procedures and strategies to ensure gender equity principles are maintained
- c. Create an equitable, respectful and enabling environment for men and women within the organisation through the following activities:
  - i. Ensure that there is gender representation in all cross functional teams, interview and assessment panels
  - ii. Ensure that gender equity exists with regard to remuneration of employees
  - iii. Embed Key Performance Indicators in relation to gender equity in leadership team and Chief Executive Officer performance reviews
  - iv. Seek opportunities to encourage gender diversity in positions historically filled by gender stereotypes
- d. Deliver gender equity social responsibility through the following community related activities:
  - i. Offer support to other local organisations wanting to become accredited through the White Ribbon Program
  - ii. Council suppliers are encouraged to support the principles of gender equity
  - iii. Ensure senior representation on external networks that address gender equity issues
  - iv. Support external organisations that demonstrate gender equity

In addition to the above principles, existing policies, procedures and strategies listed in the “Related Documents” section of this policy are also part of the framework through which Council will achieve gender equality.

## 2. Responsibilities

- a. Chief Executive Officer and Executive Leadership Team
  - i. Lead by example and champion the policy
- b. Employees
  - i. Adhere to the policy
  - ii. Attend regular training / awareness programs
- c. Managers and Supervisors
  - i. Communicate policy to respective teams
  - ii. Adhere to the policy
  - iii. Address issues
- d. Human Resources
  - i. Review policy
  - ii. Communicate policy across the organisation
  - iii. Advise and assist managers and supervisors in addressing issues
  - iv. Provide regular training / awareness in relation to gender equity

## 3. Inequity Resolution

Council will deal with all reports of inequity seriously and promptly.

Employees are encouraged to report matters of inequity in accordance with council’s Grievance Procedure.

### Exclusions

Nil

### Human Rights

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian Charter of *Human Rights and Responsibilities Act 2006*.

### Definitions

#### Gender Equity

Gender equity is the process of being fair to women and men in decision making and the provision of resources and the addressing of imbalances. Gender equity recognises that within all communities, women and men have different benefits, access to power, resources and responsibilities.

#### Gender Equality

Gender equity leads to gender equality, where there are equal rights, responsibilities and opportunities for women and men.

### Related Legislation

- *Local Government Act 1989*
- *Fair Work Act 2009*
- *Equal Opportunity Act 2010 (Victoria)*
- *Victorian Charter of Human Rights and Responsibilities Act 2006*
- *Australian Human Rights Commission Act 1986*
- *Workplace Gender Equity Act 2012*

**Related Documents**

- Campaspe Shire Council Enterprise Agreement
- Bullying and Equal Opportunity Procedure
- Employee Code of Conduct
- Recruitment and Selection Guidelines
- Employee Leave Procedure
- Human Resources Strategy
- Training and Development Procedure
- Grievance Procedure

**Attachments**

Nil

**Review Period Responsible Officer**

Three years

Human Resources Manager

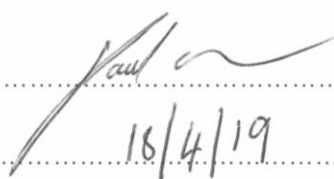
**Administrative Updates**

It is recognised that, from time to time, circumstances may change leading to the need for minor administrative changes to this document. Where an update does not materially alter the policy, such a change may be made administratively. Examples include a change to the name of a Council department, a change to the name of a Federal or State Government department, and a minor update to legislation which does not have a material impact. However, any change or update which materially alters this document must be by resolution of Council.

**Approval History**

Adopted 16 April 2019

Minutes Book Reference No Item 7.2, 1050

Chief Executive Officer: : ..... 

Date: ..... 