

## What is the title of the policy, program or ser

Example(s)							
Title	Subject	Description	Status	Confirm if actions taken	Describe actions taken	Confirm intersectionally considered	Explain intersectional lens applied
Example Sports ground use and permits policy	Policy	This policy guides the hire and use of all Council's sportsgrounds and community centres (referred to as 'sites'). The policy establishes equality criteria for hire and use, selection and booking process, fees, payment options, cancellation options and expectations of use.	For review	Yes	<p>Amended the policy to include a commitment to allocate 20% of the total hireable capacity to women's and girls' sports. The policy established sports teams comprising of women and gender diverse people.</p> <p>Amended the policy to include a commitment to support local clubs to conduct research and responsibility training to promote gender equality.</p> <p>Amended the policy to include a commitment to provide dedicated women and all-gender secured changingrooms and facilities for all women and gender-diverse teams who play Council sports/leagues.</p>	Yes	<p>Conduct contacted research and participated in training to understand intersectionality. It was identified that language and changing facilities were barriers to participation for culturally and linguistically diverse (CALD) women. Council has taken actions to address these barriers, including amending the policy, committing to implementing private changingroom areas and increased signage in a variety of languages.</p>

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[illegible]

Strategies and measures

Table 2.1: Strategies and measures progress												
Required strategies and measures	Required Status	Required Status description	Recommended Evaluation of success	Recommended Timeline	Recommended Responsible	Recommended Relevant indicators						
List your organisation's strategies and measures. Include one strategy or measure per row.  These are the planned actions that you have outlined in your GEAP to promote gender equality in your workplace.		Assign each strategy or measure a status from the following list: • <b>Complete</b> indicates that all planned activities related to this strategy or measure have been finished. • <b>In progress</b> indicates that the activities under this strategy or measure are progressing but not yet complete. • <b>Ongoing</b> indicates that the activities under this strategy or measure do not have an end-date and will be addressed on a continual basis. • <b>Not started</b> indicates that the planned activities related to this strategy or measure have not yet commenced, including those that are intended to commence in future years. This should include strategies or measures that have been delayed. • <b>Void</b> indicates that the strategy or measure reported in your defined entity's GEAP, but has since been cancelled.	Describe your progress in implementing each strategy or measure in your GEAP.  To particular, you need to explain: • Why you have selected that status from the drop-down menu, and • Whether the status indicates any delay or change from what was planned in your GEAP, and if so, the reason for this change.	Evaluating the success of each of your strategies or measures may include: - tracking against pre-identified success markers. These markers may have been specified in your GEAP. - other evaluation methods that may not have been specified in your GEAP, such as participation levels, outcomes, or changes resulting from the strategy or measure. - other ways the strategy or measure has contributed to promoting gender equality in your defined entity.	If your GEAP included a timeline for action or implementation for your strategies and measures, include this timeline below.  If you did not include a timeline in your GEAP, we highly recommend you do so in the progress report by including a timeline below.	Include the role or team responsible for implementing of each strategy or measure.	Identify one or more indicators for each strategy or measure that the action was designed to achieve.  See the <b>Indicators key</b> to the right of this table for a description of each workplace gender equality indicator.					
							1	2	3	4	5	6
<b>Indicators key</b>												
1. Gender composition of all levels of the workforce.												
2. Gender composition of governing bodies.												
3. Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender.												
4. Sexual harassment in the workplace.												
5. Recruitment and promotion practices in the workplace.												
6. Availability and utilisation of terms, conditions and policies relating to: - family violence leave - flexible working arrangements - working arrangements supporting employees with family or caring responsibilities												
Gendered migration within the workplace												
Trust, CEO, Executive Leadership Team (ELT) and Manager People and Culture (PnC) to act as champions for gender equality through role-modelling and communications to staff.	Ongoing	GEAP items are added as an agenda item on Executive Leadership Team meetings on a quarterly basis and added to the Trust meeting agenda, as required. GEED working group actions and progress form the basis of the report to the Executive Leadership Team.										
Develop a one-page cheat-sheet to explain to staff how to speak up about inappropriate behaviour and to encourage reporting. Review relevant policies as part of reviewing speak up process.	Complete	Speak up cheat-sheet and poster has been made available to all staff on the Centre's internet. Posters have been displayed in staff team rooms and canteen ready rooms.										
Consider balance of gender, age and intersectional composition who meet selection criteria, when employing new staff. Consider gender-balance of interviewers and interviewees on recruitment panels. Awareness of challenging gender-biased views of most of candidates, to allow for evaluation of all genders.	Complete	Balance of candidates and interviewers in selection processes										
Provision and promotion of parental leave, family violence leave, and carers leave to all genders.	Complete	Information posted on staff internet and promoted via email.										
Inclusion of transition leave in the Enterprise Agreement, to give staff access to paid leave and minimise career disruption whilst undergoing gender transition.	Complete	Transition leave included in Enterprise Agreement.										
Include flexible working options in job listings, to promote attraction of all genders and intersectionality.	In progress	All current job listings updated										
All employment listings to include Queering Arts Centre values statement relating to being a diversity employer, encouraging applications from all genders, cultures and LGBTQIA+ community.	Complete	All position descriptions make reference to the Centre's values of bold, welcoming, connected and working as an ensemble. The Centre's career pages and information for candidates state that the Centre values an inclusive workplace that embraces diversity and strongly encourages applications from Aboriginal or Torres Strait Islander people, people with a disability, people from the LGBTQIA+ community and people from culturally diverse backgrounds.										
Create a remuneration review process with clear criteria for assessment and an objective process for review. Consider gender pay differences when hiring new staff.	Complete	The Centre has an established remuneration review process.										
Develop and implement an annual program of activities and events to build awareness of gender equality and intersectional factors, including International Women's Day and LGBTQIA+ festivals and events, and significant cultural events informed by RAP.	In progress	An events calendar has been developed and will be implemented subject to resourcing and funding. Events supported to date include: - Pride (Pride Day LGBTQIA+ Youth) - H U OK Day (Mental health awareness) - National Coming Out Day (celebrating diversity disclosure) - International Day for the Elimination of Violence Against Women - International Day of Persons with a Disability (Disability inclusion)										
Select one												
IMPORTANT: When inserting new rows to this table, please ensure they are inserted above these two black rows.												
<b>Example(s)</b>												
Strategies and measures	Status	Status description	Evaluation of success	Timeline	Responsible	Relevant indicators						
Example: Address gaps identified in collecting intersectional data as part of employee and payroll systems	Complete	This strategy was implemented in March 2023. A payroll systems firm was engaged to upgrade our systems to support the collection of intersectional data in relation to sexual orientation, race, Aboriginality, religion, ethnicity, disability and gender identity. We have now begun collecting intersectional data and addressing the gaps identified in our 2021 audit.	Although originally anticipated for implementation in 2022, delays meant this strategy was implemented in March 2023. Intersectional data is being collected as part of new recruitments and promotions, and voluntary updates by existing staff. New intersectional data as part of our 2023 progress audit and future GEAPs will enable us to better understand intersectional gender equality in our organisation and areas for improvement.	2022	People and Culture Corporate Support	X	-	X	X	X	X	

## Resourcing your GEAP

**Table 2.2 - Allocation of resources to implement the strategies and measures in your GEAP**

Recommended
<p>You might consider some or all of the following, in addition to any other aspects you consider relevant:</p> <ul style="list-style-type: none"> <li>• Who implements the strategies and measures in your GEAP? What role do they perform at what level in your defined entity?</li> <li>• How many staff members/FTE are allocated to implementing the strategies and measures?</li> <li>• Was enough resourcing allocated to successfully implement your strategies and measures? If not, how will this be addressed?</li> </ul>
Your Comments
<p>During the reporting period, Geelong Arts Centre engaged a fixed-term staff member at 0.4 FTE who supported Gender Equality Diversity &amp; Inclusion initiatives, and the GEDI working group as a part of the remit of their role.</p> <p>The Gender Equality Action Plan assigns responsibility to key stakeholders across the Centre for delivery of identified goals. Positions responsible for delivery of goals range from the Chief Executive Officer, Department Directors and managers whose role includes a remit to support delivery of GEAP outcomes.</p> <p>The GEDI Working Group's membership comprises staff who hold responsibility for delivering on Centre gender, diversity and inclusion plans, as well as staff who have a strong desire to support GEAP initiatives and bring a lived experience to inform the working group's activities.</p>

### Example(s)

Indicator