

Gender impact assessments

Table 1 - Gender impact assessments progress

Required	Required	Required	Required	Required	Recommended	Recommended	
Title	Subject	Description	Status	Confirm if actions taken	Describe actions taken	Confirm intersectionality considered	Explain intersectional lens applied
<p>What is the title of the policy, program or service that was the subject of the GIA?</p> <p>Please use one row for each GIA completed. When reporting on multiple actions taken, include this information in the relevant single cell.</p>	<p>Was the subject of the GIA a policy, program or service?</p> <p>For definitions of policies, programs and services, please refer to the guidance materials at Appendix A: Glossary of terms.</p> <p>Use the drop-down menu in the cell to select your answer.</p>	<p>Provide a description of the policy, program or service subject to the GIA.</p>	<p>Was the policy, program or service new, or up for review?</p> <p>Use the drop-down menu in the cell to select your answer.</p>	<p>Were actions taken to develop or vary the policy, program or service to meet the needs of people of different genders, address gender inequality and promote gender equality as a result of the GIA?</p> <p>Use the drop-down menu in the cell to indicate whether or not actions were taken as a result of the GIA.</p>	<p>Describe the actions taken to develop or vary the policy, program or service to meet the needs of people of different genders, address gender inequality and promote gender equality.</p> <p>When reporting on multiple actions taken, include this information in one cell. You can press alt+enter to include new lines.</p>	<p>Was it considered that gender inequality may be compounded by disadvantage or discrimination that people may experience on the basis of intersectionality?</p> <p>Use the drop-down menu in the cell to select your answer.</p>	<p>Explain how an intersectional lens was applied while completing the GIA.</p> <p>If this was not done, explain why this was not practicable.</p>
Werribee Expansion - Gondola	Service	The Gondola is required to deliver a world class experience for visitors and increase the visitor capacity and visitor flows at WORZ, to enable future capacity for over one million visitors a year (compared with 682,000 visitors in 2018-19 prior to COVID restrictions). It will also increase the accessibility for visitors to view or access the new Elephant Trail and other open range habitats.	New	Yes	<p>Pram and wheelchair accessible – The gondola will be both pram and wheelchair accessible. This will reduce the need for parents to disturb sleeping children or having to transfer out of wheelchairs. This will increase the opportunity for people to access the gondola and will not negatively disadvantage parents with young children or people with limited mobility in seeing the open range areas and elephant habitat.</p> <p>Flexible trip durations – The gondolas operational model will provide a number of flexible trip options and durations. This will allow people, predominantly women, with young children the ability to view the open range areas and the elephant habitats which they would otherwise may not be able to view. This is achieved by providing flexible durations to accommodate young children’s limited attention spans and minimise potential disruptive activities.</p> <p>Restricted travelling companions – The gondola will provide the opportunity for restricted travelling companions. This will accommodate women that may not be comfortable travelling with males in a confined space, the opportunity to voice these requests and to travel in a female only cabin. This will be achieved by having staff at each station assisting with cabin boarding. Any security concerns or specific other social groups that may prefer to travel with restricted travelling companions will also be able to be accommodated.</p> <p>Operational hours – The operating model of the gondola will ensure the gondola is available for the majority of zoo</p>	Yes	<p>Carers and people living with disability may use the gondola as a means of transportation around the site. Individuals with limited mobility may use the gondola to access the elephant trail as the distance to walk there may be too great. It will also offer individuals that are unable to utilise the current bus tours a way to see the open range habitats. This may be particularly advantageous to carer organisations as it will provide a more private and intimate experience than the current option.</p> <p>The gondola will also be accessible for wheelchairs. This will enable individuals that use wheelchairs to utilise the gondola without the need to transfer to different seat.</p> <p>There may also be some cultural groups or religions that would prefer to have a more private tour and refrain from sharing an enclosed space with individuals of the opposite sex.</p> <p>Another consideration highlighted was the operational running hours. It was noted that if the gondola only operated during set periods of time during the day, there may be unintended gender impacts. An example is if the gondola only operated from 9am – 10am and 2.30-5pm, women with young children who visited during school hours</p>
Kid’s free	Policy	The Kids Free policy provides free access to Melbourne Zoo, Healesville Sanctuary, Werribee Open Range Zoo and Kyabram Fauna Park for children under the age of 16 on weekends, Victorian public holidays and school holidays. The Kids Free policy is an important initiative to engage with the community, provide affordable recreational activities for families and provide positive education outcomes for children.	For Review	Yes	<p>By continuing to fund the Kids Free policy, the Victorian Government will provide accessibility to visitors of all genders to access the zoo properties. This will help maintain personal welfare, as well as positive community and conservation outcomes by providing the most stable funding platform for the Kids Free policy, which also means that ZV will not have to implement additional pricing increases that will definitely compromise visitation numbers and reduce access to some cohorts within the community .</p> <p>This option also allows Zoos Victoria to operate efficiently and provide an offering that meets customer expectations and improves accessibility for people from low socio economic or disadvantaged backgrounds.</p>	Yes	If the Kids Free policy is not funded then this will have a negative and disproportionate impact on families with less disposable income. The most disadvantaged groups such as migrant families, low income families, large family groups, people with a disability will miss out on coming to the zoos.

Strategies and measures

Table 2.1 - Strategies and measures progress												
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Strategies and measures	Status	Status description	Evaluation of success	Timeline	Responsible	Relevant Indicator(s)						
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<p>List your organisation's strategies and measures. Include one strategy or measure per row.</p> <p>These are the planned actions that you have outlined in your GEAP to promote gender equality in your workplace.</p>	<p>Assign each strategy or measure a status from the following list:</p> <ul style="list-style-type: none"> • 'Complete' indicates that all planned activities related to this strategy or measure have been finalised. • 'In progress' indicates that the activities under this strategy or measure are progressing but not yet complete. • 'Ongoing' indicates that the activities under this strategy or measure do not have an end-date and will be addressed on a continual basis. • 'Not started' indicates that the planned activities related to this strategy or measure have not yet commenced, including those that are intended to commence in future years. This should include strategies or measures that have been delayed. • 'Void' indicates that this strategy or measure appeared in your defined entity's GEAP, but has since been cancelled. 	<p>Describe your progress in implementing each strategy or measure in your GEAP.</p> <p>In particular, you need to explain:</p> <ul style="list-style-type: none"> • 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. 	<p>Evaluating the success of each of your strategies or measures may include:</p> <ul style="list-style-type: none"> • tracking against pre-identified success markers. These markers may have been specified in your GEAP. • other evaluation markers that may not have been specified in your GEAP, such as participation levels, outcomes, or changes resulting from the strategy or measure. • other ways the strategy or measure has contributed to promoting gender equality in your defined entity. 	<p>If your GEAP included a timeline for action or implementation for your strategies and measures, include this timeline below.</p> <p>If you did not include a timeline in your GEAP, we highly recommend you do so in this progress report by including a timeline below.</p>	<p>Include the role or team responsible for implementing of each strategy or measure.</p>	<p>Identify one or more indicators for each strategy or measure that the action was designed to address.</p> <p>See the Indicators key to the right of this table for a description of each workplace gender equality indicator.</p>						
Develop specific attraction campaigns to attract gender diversity and all other types of diversity into non traditional roles e.g Assets, Horticulture, Visitor Experience, Teaching	Not started	Future completion date	Our success measure is that gender composition increased by 20% for identified roles.	Jun-24	HR Recruiting managers	x						
Implement targeted gender secondment program across entity/government networks and encourage different networks to come together to skill up.	Not started	Future completion date	The success measure is that the program is developed and delivered.	Jun-25	HR Relevant manager	x						
Support the Victorian Government to encourage Board applicants from diverse backgrounds to apply for Board positions	Complete	The Zoos Victoria Board has an equal representation of men and women.	Our success measure was to ensure the ZV board reflects gender and intersectional diversity. We have not yet collected intersectional data from our Board Directors.	Jun-23	CEO Victorian Government		x					
Allocate a specific budget for resolving any pay discrepancies identified through gender pay gap analysis. Where relevant eliminate any gender pay gaps within the next four years.	In progress	Future completion date. However understanding why pay gaps exists will assist us to target and reduce gaps e.g our analysis of our 2023 audit showed that more men did overtime and undertake the Firearms Response role which they are paid an allowance for. The increased overtime has occurred in departments where we have more men such as our Operations and Asset Departments.	The success measure is that no gender pay exists. Our overall Median Gender pay gap for our organisation is -1.3% compared to our 2021 result of 0.1% which shows that overall women are paid very slightly more than men. However when we review our Total Remuneration gap there is a gender pay gap of 2.3% which has increased from the 2021 result of 1.1%. When we analyse why this has occurred during this reporting period it relates to more men doing overtime and undertaking the Firearms Response which they are paid an allowance for. The increased overtime has occurred in departments where we have more men such as our Operations and Asset Departments.	Jun-25	Senior executive team			x				x
Engage relevant organizations to run organisation-wide training to ensure leaders are aware of their responsibilities when a complaint is received	Complete	Manager training was run in August and September 2022 by the Victoria Chamber of Commerce and Industry. The training titled 'Successfully managing EO, Bullying and Diversity for Managers' covered information on Sexual Harassment, Bullying, Occupational Violence, Discrimination, Family Responsibilities and Complaint mechanisms. We also incorporated the ZV Code of Conduct, relevant policies and our Grievance/Complaints flow chart. Updated training will be arranged for May and June 2024	The success measure was to have delivered this training which was achieved. Another success measure that we have used is to analyse the type and number of Industrial Related matters. We managed 42 of these in 2023 which was an increase from previous years. The industrial matters included managing conduct, climate reviews, conflict resolution, team interventions and grievances. The increase demonstrates that managers are more proactively managing issues at an early stage. The training has assisted to deepen manager knowledge and understanding.	Jun-22 Jun-24	HR All leaders				x		x	x
Develop and Implement a zero tolerance campaign about sexual harassment including information on consent. The campaign will have three main parts: <ul style="list-style-type: none"> • Creating a safe space • Normalising it but speaking regularly about sexual harassment • Calling it out 	In progress	A formal campaign was not launched due to Human Resource team capacity and budget constraints. Despite this, the following activities were undertaken to focus our efforts: manager training was delivered refer cell D14, updated elearning modules were offered to all staff and each Property and Department developed an action plan to address negative behaviours (if relevant). These plans focussed on respectful workplace behaviours, removing barriers to a safe to speak up culture and having property champions to develop tools to address incivility in the workplace. We also updated our Sexual Harassment and Workplace Bullying and Occupational Violence e-learning for all staff.	The success measure was to develop the campaign and roll it out and for the Employee Experience Data result for Sexual Harassment to be 0%. We have not yet shown a change to this indicator with reports of Sexual Harassment remaining at 6%. Refer to Sexual Harassment in indicator tab for more detail cell 13D	Mar-22	HR All leaders				x			x

Indicators key	
1.	Gender composition of all levels of the workforce.
2.	Gender composition of governing bodies.
3.	Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender.
	Sexual harassment in the workplace
4.	Recruitment and promotion practices in the workplace.
5.	Availability and utilisation of terms, conditions and practices relating to: <ul style="list-style-type: none"> - family violence leave - flexible working arrangements - working arrangements supporting employees with family or caring responsibilities
	Gendered segregation within the workplace
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Develop and implement a process that provides a victim-centric approach to case management of sexual harassment complaints	Ongoing	Training was developed and run on 2 Feb 2023 for the Human Resources team. The Restorative and Trauma Informed Victim Centric workshop was facilitated by Workplace Plus. The Human Resources team are evolving our practice in this area and sharing the learnings with our leaders as issues are raised. We have also updated our Sexual Harassment policy to incorporate Positive Duty and reference to taking a Trauma Informed approach to complaints handling. We have also engaged with Thriving People a boutique consulting organisation specialising in restorative practice and trauma informed approaches. We have developed a Restorative Practice Program and Work Well Program (to support staff to remain at work who may be experiencing a range of issues). Whilst we have not used these programs as yet in relation to Sexual Harassment we have found them to be extremely beneficial in managing complex conflict resolution or health related matters.	The success measure was to embed in policy and procedure, deliver training to leaders and to receive positive feedback on our complaint mechanisms. The first of these measures has been achieved. We did not have any formal sexual harassment complaints for the period so the last measure is difficult to determine. We have also had extremely positive feedback where we have implemented our Work Well or Restorative Practice programs in relation to Health and Wellbeing issues. We would offer these further options and supports into the future when managing any Sexual Harassment complaints.	Jun-22	HR All leaders				x					
Set up anonymous reporting processes for instances of sexual harassment in the workplace and ensure that reporting processes include adequate response and support mechanisms	In progress	We have expanded our service agreement with Stopline to include anonymous reporting in relation to Sexual Harassment. We are just awaiting final Board approval on our revised Sexual Harassment policy and will include this in the further education and promotion materials for staff.	The success measures included reporting on complaints received and positive feedback on our complaint mechanism. According to our Employee Experience Data 2023 the main reason for not submitting a complaint was that staff didn't think it was serious enough or didn't think it would make a difference. This information is helping us to target our zero tolerance campaign.	Jun-23	HR All leaders				x					
Report all sexual harassment complaints to the People, Culture and Safety Committee and the Board as a standing workplace health and safety agenda item	Ongoing	This item is included in the Human Resource Directors Performance Report which is a standing Agenda item. Summary Industrial Relations (IR) information is also presented annually for example the following data was presented to the Committee for discussion: 2023 IR data - 42 issues managed and a breakdown of the nature of these issues Conduct, Performance, Conflict Resolution, Team interventions, Climate Surveys, Grievances, any legal claims such as Fair Work or Human Rights	The success measure was that all complaints reported in a timely manner. We did not have any formal complaints during this reporting period. We will continue to promote all options for staff to report complaints.	Mar-22	HR				x					
Provide ongoing training and professional development to our Contact Officers to ensure they are well supported when providing advice to others	Complete	We met with our Contact Officers every 6 months to provide, support, information and training. It is also important to collect the themes that come up for them to see how we can incorporate that information further into training, education or problem solving. We also make sure the contact officers are displayed in several locations at each property and are easily accessible online. We have also made management training available to the Contact Officers e.g Unconscious Bias training	The success measure was to ensure training and professional development is provided to our contact officers. A further important measure is how we use the themes that they identify to strengthen our actions in relation to complaints management, education and resources.	Yearly	HR Contact Officers				x					

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<p>Ensure that the information loop is respectfully closed back to individuals or groups where relevant on action taken.</p>	Ongoing	<p>Our current feedback mechanisms include closing the loop back to individuals or teams when we undertake any investigations, climate reviews and team interventions. In addition we report to the People, Culture, Safety Committee and at the Leadership team level on an annual basis the statistics from the Industrial Relations matters to demonstrate the action taken as it related to culture, conduct or conflict resolution matters. Based on our monthly survey comments the Property Directors provide a feedback loop through all staff meetings on actions taken based on themes from the survey.</p>	<p>The success measure was to receive feedback from the complainant for any formal complaints. We currently only do this in an informal way through discussions with the complainant. We do receive mixed feedback dependent on the outcome of the investigation -it has been both positive and negative regarding the process. The biggest issue we have identified is that the investigation process can take too long. We actively work with management and our external consultants who conduct the investigations to complete all investigations within 4-6 weeks or earlier wherever possible. The other success measure we use is to review our monthly survey comments for positive feedback. Analysing our monthly survey qualitative comments helps us to identify hot spots across the organisation. These hotspots often relate to cultural issues, leadership issues and workload issues. We are then proactive about exploring what is happening within a team or at the property level. Another measure that has been useful to review is the feedback from our Employee Experience Data about the level of confidence that people have in the organisation taking action as a result of the feedback. This has declined from previous years and so we currently have a stronger focus on this in terms of closing the loop back to staff on</p>	Jun-22	HR Relevant leader				x				x
<p>Research, develop and implement an obligation to report requirement for all staff.</p>	In progress	<p>HR have undertaken this research and are currently engaging in a consultation process in relation to the revised Sexual Harassment policy. The consultation group includes our Health and Safety reps, Contact Officers, Unions, our Gender Equality Action Plan working group and our Access and Inclusion working group.</p>	<p>The success measure was that this requirement had been implemented. This has not been achieved yet. We are still engaging in consultation on this issue. We expect to finalise this work by June 2024</p>	Mar-23	HR Senior executive team				x				x
<p>Review and improve support in place for staff working after hours events to ensure appropriate support and escalation points are available on the event night.</p>	Complete	<p>We have completed several risk assessments for after hours events and our camps which are overnight. As a result we have reviewed current practices, support and emergency protocols and implemented new controls. We also delivered through an external provider Bullying and Occupational Violence training for all our Visitor facing staff. This training was delivered in July and August 2022 with 115 staff attending.</p>	<p>The success measure was positive feedback from staff. We do not measure this formally but our management team monitors feedback from staff during and after events and this has been positive during the reporting period. Another important measure is the further education and support for our Visitor facing staff to build their confidence in being able to manage situations when visitors/guests are inappropriate, verbally or physically abusive. We have facilitated training for Visitor facing staff in relation to managing occupational violence. The feedback that we obtained from staff regarding this training was very positive. We can see from our Employee Experience Data that staff who have experienced violence or aggression in the workplace has decreased significantly (from 15% to 10%) in the last 12 months and we know from the survey 90% of this relates to members of the public or customers/stakeholders.</p>	Sep-22	HR Relevant leader				x				

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	Sexual harassment in the workplace
4.	Recruitment and promotion practices in the workplace.
5.	Availability and utilisation of terms, conditions and practices relating to:
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	- flexible working arrangements
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Develop attraction strategies and review recruitment processes to attract greater gender diversity in candidates. For example, through reviewing language in job descriptions, composition of interview panels, shortlisting, and appointment processes.	In progress	This is still work in progress and is also linked to the first action in our GEAP. The Human Resources team has reviewed the language in job descriptions and ads and improved our focus from a diversity and inclusion perspective. They also monitor and provide education in relation to interview panel gender and other diversity attributes. We have not yet commenced the further work on specific attraction campaigns to increase gender diversity across identified job families.	The success measure was to improve the diversity of appointments made and to improve gender composition in particular teams. As we have not yet completed this work it is too early to measure our success.	Dec-23	HR Recruiting managers						x			
Provide refresher information on our Recruitment and Selection policy and processes, communicate a transparent process for secondment and acting opportunities and in appointment e-mails acknowledge reasons why the applicant was successful and celebrate the skills they bring to the role.	In progress	This is still work in progress. Some of this strategy has been completed and other parts are still in progress. Refresher information was provided as part of Unconscious Bias training that our managers undertook. All our leaders are encouraged to be transparent in relation to secondments and acting appointments. We still have further work to do in relation to communication about successful applicants and celebrating their skills -there is variability in how well managers do this.	The success measure was that refresher was developed and distributed and updated information to be included in training which has occurred. Other measures of success we have reviewed is feedback from our Employee Experience Data. Based on feedback regarding recruitment and promotion we need to take a deeper dive into understanding the issues for staff because our indicators have not shifted significantly in relation to these matters. This further work will be undertaken by Dec 2024	Jun-23	HR Recruiting managers						x			
Provide unconscious bias training for all recruiting managers	Complete	We engaged an external organisation, Workplace Plus, to deliver Unconscious Bias training to all our leaders. This training was run in May and July 2023 and 105 of our leaders attended.	The success measure was that the training was provided which was achieved. Other success measures included insights provided by the Employee Experience Data results in relation to Barriers to Success at Work - the top three barriers reported by staff related to mental health, age and caring responsibilities. This will help guide the future focus for education and initiatives.	Jun-22	HR Recruiting managers						x			
Develop, review and communicate in plain English family violence leave policies and processes to ensure they are victim-centric and in line with sector best practice	Complete	An Easy English version was developed and implemented.	The success measure was that the easy English version would be implemented which was completed. Another success measure is the uptake of family violence leave by all genders. We can see from our data collection that there has been an increased uptake of Family Violence Leave in this reporting period.	Dec-22	HR								x	
Engage a relevant specialist organisation to run training for managers, HR and other key staff on how to support and respond to an employee experiencing family violence	Not started	Future completion date.	The success measure is that training has been provided.	Jun-25	HR								x	
Build a culture of checking in consistently to ensure that staff making complaints or disclosures are supported, that issues raised are always taken seriously and dealt with appropriately and effectively	Ongoing	Manager training was run in August and September 2022 by the Victoria Chamber of Commerce and Industry - refer cell D 14 above for more details. The training will be run again in May and June 2024. Other programs that have been developed to ensure that we deal with matters appropriately and effectively include the Restorative Practice Program and Work Well Program (to support staff to remain at work who may be experiencing a range of issues). Whilst we have not used these programs as yet in relation to Sexual Harassment we have found them to be extremely beneficial in managing complex conflict resolution or health related matters.	The success measure was to receive feedback from the complainant and their support person. We currently only do this in an informal way through discussions with the complainant/support person. We plan to formalise how we capture this feedback and then include that information when we report on Industrial Relations matters for the year.	Dec-22	HR Relevant leaders								x	

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<p>List your organisation's strategies and measures. Include one strategy or measure per row.</p> <p>These are the planned actions that you have outlined in your GEAP to promote gender equality in your workplace.</p>	<p>Assign each strategy or measure a status from the following list:</p> <ul style="list-style-type: none"> • Complete indicates that all planned activities related to this strategy or measure have been finalised. • In progress indicates that the activities under this strategy or measure are progressing but not yet complete. • Ongoing indicates that the activities under this strategy or measure do not have an end-date and will be addressed on a continual basis. • Not started indicates that the planned activities related to this strategy or measure have not yet commenced, including those that are intended to commence in future years. This should include strategies or measures that have been delayed. • Void indicates that this strategy or measure appeared in your defined entity's GEAP, but has since been cancelled. 	<p>Describe your progress in implementing each strategy or measure in your GEAP.</p> <p>In particular, you need to explain:</p> <ul style="list-style-type: none"> • 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. 	<p>Evaluating the success of each of your strategies or measures may include:</p> <ul style="list-style-type: none"> - tracking against pre-identified success markers. These markers may have been specified in your GEAP. - other evaluation markers that may not have been specified in your GEAP, such as participation levels, outcomes, or changes resulting from the strategy or measure. - other ways the strategy or measure has contributed to promoting gender equality in your defined entity. 	<p>If your GEAP included a timeline for action or implementation for your strategies and measures, include this timeline below.</p> <p>If you did not include a timeline in your GEAP, we highly recommend you do so in this progress report by including a timeline below.</p>	<p>Include the role or team responsible for implementing of each strategy or measure.</p>	<p>Identify one or more indicators for each strategy or measure that the action was designed to address.</p> <p>See the Indicators key to the right of this table for a description of each workplace gender equality indicator.</p>							
Ensure there is a clear process to reallocate personal/sick leave to family violence leave if required	Complete	There is a clear process in place that the Human Resources and the Payroll team facilitate.	The success measure was that the process is implemented. We know that this process is working well because we have implemented it on all occasions when family violence leave was requested.	Feb-22	HR Payroll							x	
Review diverse and inclusive arrangements in both our Enterprise Bargaining Agreements including scope of different leave clauses to cover a broader range of relationships and potential new leave clauses	In progress	We have committed to implementing improved benefits and conditions under both our Enterprise Agreements and in line with the Victorian Public Sector Agreement. This has already occurred in our 2023 KVNHG Agreement and we are currently in negotiations on our Salaried Staff Agreement. The improvements include - Paid Primary Caregiver Parental Leave increased from 14 to 16 weeks and unpaid leave up to 36 weeks, paid secondary caregiver leave increased from 2 to 4 weeks and unpaid to 48 weeks, provide access to an additional 12 weeks paid parental leave to secondary caregivers, existing requirement that parental leave be taken in a single unbroken period is amended to allow parents to use their leave to share care in a manner which suits them, pre-natal leave 38 hrs paid leave to pregnant employees to attend routine medical appts and up to 7.6 hours for an employee who has a spouse that is pregnant, 2 days paid pre-adoption leave, paid lactation breaks on return to work, access to parental leave entitlements will be provided for employees if they are granted a permanent care order under relevant legislation or the Family Court of Australia, subject to operational requirements parental leave does not need to be taken in a single continuous period, superannuation contributions will be made on behalf of an employee on primary caregiver parental leave for the first 52 weeks, grandparent Leave - provides employees who are/will be the primary caregiver of a grandchild up to 52 weeks continuous unpaid leave, surrogacy Leave - provides employees who enter into a formal surrogacy arrangement on or after 1 July 2020 access to Pre-Natal leave entitlements and 6 weeks of paid leave.	The success measure was that leave arrangements will cover a more diverse range of relationship situations. This measure has been met under one of our Agreements and we have mirrored these conditions in our other Agreement where we expect negotiations to conclude shortly. We will monitor the update of the improved conditions to ensure there are no barriers to staff accessing them.	Feb-23	HR			x				x	x
Review our Flexible Work Arrangement policy and ensure it is being consistently applied and fully utilised	Complete	We undertook a review of our Flexible Workplace policy at the end of 2022.	The success measure was that workplace data/reporting shows a positive uptake of Flexible Work Arrangements. According to our Employee Experience Data 59% of our staff use a flexible work arrangement. Whilst this is a slight decrease from the 2022 survey the overall % is very positive.	Mar-23	HR							x	
Review our flexible Work Arrangements for all our groundstaff and people working on property including researching other sectors that have variable work shifts and reviewing what flexibility can be offered within rosters	In progress	We started but were not able to complete an extensive consultation with our operational staff on Property. This was impacted by the capacity of the Human Resources team given other priority issues over the last 12 months. This will be undertaken by Dec 2024.	The success measure was that Flexible Work Arrangements would be reviewed and updated which has not yet been completed. However according to our Employee Experience Data 59% of our staff use a flexible work arrangement and for operational staff the most common flexible arrangements taken up are flexible start and finish times, shift swaps and working part time.	Oct-22	All leaders							x	
Upskill leaders in how they can respond to requests for flexible work arrangements	In progress	Whilst this training has been developed, we were not able to roll it out at the end of 2022 or during 2023 due to other priority training that was scheduled. This training will be delivered by Sep 2024.	The success measure was that the training was delivered which has not yet been achieved. Despite this we know that 59% of our staff currently use flexible work arrangements. We have also provided further clarity in our Enterprise Agreements. We have included a specific table on Flexible Work Arrangements and we have provided education to all staff and managers as we have rolled out our new Enterprise Agreements.	Nov-22	HR All leaders		x					x	

Indicators key	
1.	Gender composition of all levels of the workforce.
2.	Gender composition of governing bodies.
3.	Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender. Sexual harassment in the workplace
4.	Recruitment and promotion practices in the workplace.
5.	Availability and utilisation of terms, conditions and practices relating to: - family violence leave - flexible working arrangements - working arrangements supporting employees with family or caring responsibilities
	Gendered segregation within the workplace
7.	

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 indicator(s)							
						1	2	3	4	5	6	7	
<p>List your organisation's strategies and measures. Include one strategy or measure per row.</p> <p>These are the planned actions that you have outlined in your GEAP to promote gender equality in your workplace.</p>	<p>Assign each strategy or measure a status from the following list:</p> <ul style="list-style-type: none"> • Complete indicates that all planned activities related to this strategy or measure have been finalised. • In progress indicates that the activities under this strategy or measure are progressing but not yet complete. • Ongoing indicates that the activities under this strategy or measure do not have an end-date and will be addressed on a continual basis. • Not started indicates that the planned activities related to this strategy or measure have not yet commenced, including those that are intended to commence in future years. This should include strategies or measures that have been delayed. • Void indicates that this strategy or measure appeared in your defined entity's GEAP, but has since been cancelled. 	<p>Describe your progress in implementing each strategy or measure in your GEAP.</p> <p>In particular, you need to explain:</p> <ul style="list-style-type: none"> • 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. 	<p>Evaluating the success of each of your strategies or measures may include:</p> <ul style="list-style-type: none"> • tracking against pre-identified success markers. These markers may have been specified in your GEAP. • other evaluation markers that may not have been specified in your GEAP, such as participation levels, outcomes, or changes resulting from the strategy or measure. • other ways the strategy or measure has contributed to promoting gender equality in your defined entity. 	<p>If your GEAP included a timeline for action or implementation for your strategies and measures, include this timeline below.</p> <p>If you did not include a timeline in your GEAP, we highly recommend you do so in this progress report by including a timeline below.</p>	<p>Include the role or team responsible for implementing of each strategy or measure.</p>	<p>Identify one or more indicators for each strategy or measure that the action was designed to address.</p> <p>See the Indicators key to the right of this table for a description of each workplace gender equality indicator.</p>							
Create a campaign to encourage the use of informal flexible working (beyond remote working) to increase access and utilisation of flexible working	In progress	This campaign sits alongside the work that we are doing in the two strategies above - cells D32 and D33. We will tie this all together once the consultation and training which have commenced are finalised. This completion date has been moved to Feb 2025.	The success measure is positive feedback from staff on the success of informal flexible arrangements. Feedback from our 2023 Employee Experience Data indicates 85% of staff say their manager supports working flexibly which is a very positive indicator.	Jun-23	All leaders							x	
Review parental leave policies to ensure they do not discourage a particular gender from taking up parental leave	Complete	This review was completed. In addition we have updated wording in our Enterprise Agreements to also reflect gender neutral wording.	The success measure was that the policy and procedure be updated which has been implemented. Another success measure is the feedback from our Employee Experience Data 2023. Feedback from staff is that Gender Identity is not a barrier to employees success.	Mar-22	HR							x	
Improve manager awareness on how to support staff with carer responsibilities	In progress	Whilst this training has been developed, we were not able to roll it out at the end of 2023 due to other priority training that was scheduled. This training will be delivered by June 2024.	The success measure was an improvement on the Employee Experience Data regarding "having carer responsibilities is not a barrier to success". Our 2023 result was the same as the 2022 result. This is a priority action for us in the next 6 months.	Dec-23	HR							x	
Develop a 'return from parental leave' guide to assist managers and staff incorporating policies and procedures, support, leave requirements	Not started	This has been impacted by the capacity of the Human Resources team given other priority issues over the last 12 months. This will be undertaken by June 2024.	The success measure of developing and delivering the guide has not yet been achieved.	Dec-23	HR							x	
Expand traineeships and internships to support more diverse entry into non-traditional career pathways	Ongoing	We currently offer a range of internship opportunities focussed on disability, first nations people and conservation. Whilst we have expanded the opportunities, we will continue to focus on expanding these into the future. There is more work for us to do in relation to traineeships.	The success measure was that our data shows an increase in opportunities offered and this increased from 2022 to 2023 by 60% (from 4 to 9 opportunities)	Jun-23	HR							x	
Undertake a workplace census to capture all intersectional data on our workforce.	Complete	We undertook a voluntary data collection process to improve the data that we capture for existing staff. 360 people provided information which is 35% of our workforce. This was a good result for our first attempt to collect this data. We are moving to a new Human Resource and Payroll system in 23/24. When we do these system changes we will do another data collection process. Ahead of this we will continue with our education campaign explaining why this is important data to collect.	The success measure was that the census was completed which was achieved. A new success Measure will be to improve the data capture by a further 50% or more when we undertake the upcoming system changes.	Sep-22	HR								x
Analyse and report on the intersectional data once captured.	In progress	We are still at an early stage of analysing and reporting on the sample of data that we have captured.	The success measure is that data is analysed and reported on. Whilst we have not yet achieved this in relation to our workforce data, we have done extensive analysis and reporting using the Employee Experience Data results and the Qualtrics platform. This information has been presented to the People and Culture Committee for discussion.	Dec-22	HR								x
Conduct several gender impact assessments	Ongoing	Refer to tab 1 GIA for details. Further GIAs will be completed during the next reporting period.	The success measure was to complete gender impact assessments and implement any recommendations which has been achieved.	Dec-24	HR Trained leaders								x

Indicators key	
1.	Gender composition of all levels of the workforce.
2.	Gender composition of governing bodies.
3.	Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender. Sexual harassment in the workplace
4.	Recruitment and promotion practices in the workplace.
5.	Availability and utilisation of terms, conditions and practices relating to: - family violence leave - flexible working arrangements - working arrangements supporting employees with family or caring responsibilities
6.	Gendered segregation within the workplace
7.	

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 indicator(s)								
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<p>List your organisation's strategies and measures. Include one strategy or measure per row.</p> <p>These are the planned actions that you have outlined in your GEAP to promote gender equality in your workplace.</p>	<p>Assign each strategy or measure a status from the following list:</p> <ul style="list-style-type: none"> • 'Complete' indicates that all planned activities related to this strategy or measure have been finalised. • 'In progress' indicates that the activities under this strategy or measure are progressing but not yet complete. • 'Ongoing' indicates that the activities under this strategy or measure do not have an end-date and will be addressed on a continual basis. • 'Not started' indicates that the planned activities related to this strategy or measure have not yet commenced, including those that are intended to commence in future years. This should include strategies or measures that have been delayed. • 'Void' indicates that this strategy or measure appeared in your defined entity's GEAP, but has since been cancelled. 	<p>Describe your progress in implementing each strategy or measure in your GEAP.</p> <p>In particular, you need to explain:</p> <ul style="list-style-type: none"> • 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. 	<p>Evaluating the success of each of your strategies or measures may include:</p> <ul style="list-style-type: none"> • tracking against pre-identified success markers. These markers may have been specified in your GEAP. • other evaluation markers that may not have been specified in your GEAP, such as participation levels, outcomes, or changes resulting from the strategy or measure. • other ways the strategy or measure has contributed to promoting gender equality in your defined entity. 	<p>If your GEAP included a timeline for action or implementation for your strategies and measures, include this timeline below.</p> <p>If you did not include a timeline in your GEAP, we highly recommend you do so in this progress report by including a timeline below.</p>	<p>Include the role or team responsible for implementing of each strategy or measure.</p>	<p>Identify one or more indicators for each strategy or measure that the action was designed to address.</p> <p>See the Indicators key to the right of this table for a description of each workplace gender equality indicator.</p>								
Deliver inclusive language awareness/training to all	Complete	This was delivered via a Workplace Chat on our Employee Engagement Platform in Oct 22. We launched this chat as part of celebrating International Pronouns Day and along with the chat we included a flyer with guidance on Inclusive Language	Our success measure was that information and awareness was delivered which was achieved. Another success measure is in our Employee Experience Data 2023 where 85% of staff responded positively to questions about inclusion. This was also very high in 2022 at 86%. Another measure is "my organisation uses inclusive and respectful images and language" was at 91% favourable response in 2023.	Dec-22	HR									x
Create an internal awareness campaign to help people understand the gendered segregation of occupations within the workplace, workforce and industry and the impact gender stereotypes can have on decisions about role type and level	In progress	This is work that the Gender Equality Action Plan working group has discussed. As a group we are still exploring exactly what type of internal campaign we would like to run. This is also linked with attraction campaigns into non traditional roles. We are still developing our thinking and approach on this. We will engage some external support to assist with the development of this strategy.	Our success measure was to implement an awareness campaign which has not yet been achieved.	Dec-22	GEAP working group									x
Provide information and awareness regarding gender identities and the use of pronouns	Complete	This was delivered via a Workplace Chat on our Employee Engagement Platform in Oct 22. We launched this chat as part of celebrating International Pronouns Day. We have incorporated displaying pronouns on e-mail signatures and badges across the organisation. We have also provided further reminders to staff and more information through the awareness days we celebrated which are listed below.	The success measure was that information and awareness was delivered and this has been achieved. Another success measure is in our Employee Experience Data 2023 where 85% of staff responded positively to questions about inclusion. We also have 89% of staff reporting that they feel culturally safe at work and 86% reporting they can be themselves at work.	Dec-22	GEAP working group									x
Review and undertake a consultation process on bathroom facilities and consider gender neutral toilets	In progress	Whilst this has a future completion date, we have already commenced discussions in relation to this. Plans are already underway for Gender Neutral toilets for a new build at Healesville Sanctuary. A formal position paper is being prepared for Senior Executive approval which will confirm the organisations commitment to this. We will also review existing amenities.	The success measure will be that all bathroom facilities will be reviewed.	Jun-24	Property operations managers									x
Acknowledge and promote specific gender or intersectional relevant days or events throughout the year to build organisational awareness on key issues e.g. Men's Health Week, International Women's Day, International Day for the Elimination of Violence against Women, Days of Activism Against Gender-Based Violence campaign, NAIDOC week, Reconciliation Week, Pride March	Ongoing	Our Gender Equality Action Plan working group was very active over the reporting period. In addition we have a First Peoples Engagement working group and an Access and Inclusion working group. Collectively these working groups with support from the Senior Executive Team and Executive Sponsors celebrated, raised awareness and helped to educate our staff and volunteers. Various methods were used including Workplace Chats on our Employee Engagement platform, morning teas/lunches, guest speakers, videos, providing flyers/information/access to resources to name a few. Some of the days and events we supported were Pride Month, Pride March, Cultural Diversity week, Reconciliation week, NAIDOC week, International Women's Day, Men's Health Week, Women's Health week, International Pronouns Day, IDAHOBIT Day, Wear It Purple Day, International Day of People with a Disability, Dream Day for children with a disability.	The success measure was significant days and events acknowledged or participated in was achieved. Other success measures included in our Employee Experience Data 2023 was that 85% of staff responded positively to questions about inclusion. We also have 89% of staff reporting that they feel culturally safe at work and 86% reporting they can be themselves at work.	Yearly	GEAP working group									x
Increase spiritual spaces for people with different backgrounds and faiths	In progress	Future completion date. However work has commenced in this space with Properties engaging with local communities to gain knowledge and understanding about how we can improve.	The success measure we have is the number of spiritual spaces has increased across all our properties.	Jun-25	Property Directors									x

Indicators key	
1.	Gender composition of all levels of the workforce.
2.	Gender composition of governing bodies.
3.	Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender. Sexual harassment in the workplace
4.	Recruitment and promotion practices in the workplace.
5.	Availability and utilisation of terms, conditions and practices relating to: - family violence leave - flexible working arrangements - working arrangements supporting employees with family or caring responsibilities Gendered segregation within the workplace
6.	
7.	

Resourcing your GEAP

Table 2.2 - Allocation of resources to implement the strategies and measures in your GEAP
<p>Recommended</p>
<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"> • Who implements the strategies and measures in your GEAP? What role do they perform at what level in your defined entity? • How many staff members/FTE are allocated to implementing the strategies and measures? • Was enough resourcing allocated to successfully implement your strategies and measures? If not, how will this be addressed?
<p>Your Comments</p>
<p>Our GEAP has the full support and commitment from our Board and Senior Executive Leadership team. The Director of Human Resources is responsible for our GEAP and the Director of Business Development is the Executive Sponsor of our internal GEAP working group, which has representatives from across the organisation.</p> <p>At a strategic level the People, Culture and Safety Committee monitor progress on the GEAP at 6 monthly intervals and discuss progress on the following key strategic indicators:</p> <ul style="list-style-type: none"> • Demonstrated improvements in the People Matter Survey on: <ul style="list-style-type: none"> — Gender Equality indicators — Intersectional indicators — Negative behaviour indicators • Achievement of agreed employment targets on both gender and intersectional priorities • Delivery of the strategies contained in this plan on time and to a high quality standard <p>Our GEAP also shows where managers, recruiting managers and our GEAP working group are responsible for specific strategies and implementation.</p> <p>In January 2023 we created and appointed a new full time Access and Inclusion Coordinator (1.0 FTE). This role was designed to build our capacity to deliver and review the strategies outlined in this plan and our Access and Inclusion plan. The Human Resource Director allocates approximately 0.2 FTE of their time to developing and delivering initiatives and the Human Resources team (which consists of 1x Human Resource Manager (1.0 FTE) and 3 Human Resources Business Partners (3 FTE)) assist in the implementation of initiatives as required (FTE varies dependent on project). Manager time is more difficult to estimate from an FTE perspective dependent on each strategy being implemented. The GEAP working group consists of approximately 15 members and meets monthly for 1 hour. There are additional working groups that form from time to time to develop or deliver on strategies.</p> <p>We ensure that there are appropriate budget allocations for training and development opportunities and consultancy support as required.</p> <p>Three key challenges have existed during this reporting period - manager capacity to attend training/workshops due to other operational demands, Human Resource team capacity to develop and implement strategies and financial constraints as we have been going through financial recovery.</p>

Workplace Gender Equality Indicators

Table 3 - Workplace gender equality indicators progress			Recommended						
Required	Required	Required	Factors						Recommended
Indicator	Confirm if progress made	Progress description	a	b	c	d	e	f	g
<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 in relation to the workplace gender equality indicators.</p> <p>Use the drop-down menu in the cell to select 'yes' or 'no.'</p> <p>Demonstrate your progress in relation to each workplace gender equality indicator.</p> <p>In this column, please explain why you believe changes in your data do or do not represent progress against each indicator. Refer explicitly to quantitative changes in the data between your previous workplace gender audit and your progress audit. If you wish, you may also make reference to any strategy or measure from your GEAP that supported, or was designed to support, progress against that indicator.</p>			<p>Indicate below whether or not one of these factors has affected your organisation's progress against each indicator. You are encouraged to reference these factors in your discussion in column L.</p> <p>See the Factors key to the right of this table for a description of each factor.</p>						<p>If you have selected 'yes' to any of the factors in the recommended columns to the left, you are encouraged to complete this column.</p> <p>This column allows you to discuss each factor that has affected your organisation's progress in relation to any of the workplace gender equality indicators.</p>
Gender composition of all levels of the workforce	Yes	Currently the gender composition of our workforce is 66% female and 34% male and 1% Self Described and this has remained static over the reporting period. The actions that we have identified in our GEAP to improve the gender balance in particular occupational groups has not yet started because we have a future implementation date. This work will commence shortly and occur over the 2024/2025 reporting period.	No	No	No	No	No	No	No
Gender composition of governing bodies	Yes	The current gender composition of our governing body is a female Chair and a 50% female and male representation of Board Directors. We also have one Director who identified as Aboriginal or Torres Strait Islander. Further intersectional data will be collected during the next reporting period.	No	No	No	No	No	No	No
Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender	Yes	Our overall our Median Gender pay gap for our organisation is -1.3% compared to our 2021 result of 0.1% which shows that overall women are paid slightly more than men. However when we review our Total Remuneration gap there is a gender pay gap of 2.3% which has increased from the 2021 result of 1.1%. When we analyse why this has occurred during this reporting period it relates to more men doing overtime and undertaking the Firearms Response which they are paid an allowance for. The increased overtime has occurred in departments where we have more men such as our Operations and Asset Departments.	No	Yes	No	No	No	No	No
Sexual harassment in the workplace	No	<p>Our 2022 Employee Experience Data showed that 11% of women and 5% of men who responded to the survey had experienced sexual harassment in the workplace. In 2023, our Employee Experience Survey data showed that 9% of women and 4% of men who responded to the survey reported having experienced sexual harassment in the workplace, a decrease of 2% for women and 1% for men from 2022 - noting that overall our result remained at 8%. Given the nature of our workplace it is important to note that 30% of those who experienced sexual harassment reported this had occurred from a member of the public or client/customer/partner/stakeholder.</p> <p>Our 2023 survey also indicated that women with a disability and people with caring responsibilities (medical illness and other) were overrepresented among those who reported experiencing sexual harassment. We will be conducting focus groups with this cohort of employees to gain greater understanding and to develop specific actions over the next reporting period.</p> <p>No formal complaints of sexual harassment were noted during our reporting period although our survey data showed that employees know how to lodge a complaint. Our 2023 survey results indicate that the top 2 behaviours reported by employees were sexually suggestive comments or jokes and intrusive questions about peoples private lives or physical appearance. Whilst the action plans developed at the Property Level targeted these types of behaviours, a more specific organisational campaign will be developed over the next reporting period. We know from our survey results that these behaviours are occurring at the colleague to colleague level and more frequently in our Visitor Service teams where we have younger cohorts of staff and high casualisation. In addition from our 2023 results we initiated two Climate Survey reviews to conduct deep dives into understanding the cultural issues within two teams where high levels of Sexual Harassment were reported. We were able to measure a distinct improvement of results for the two teams who reported high incidence of sexual harassment in 2022. We undertook extensive team interventions which resulted in significant decreases in the rates of sexual harassment (and other negative behaviours) being experienced within these two teams.</p> <p>We have also analysed the type and number of Industrial Related matters dealt with in 2023. We managed 42 cases in 2023 which was an increase from previous years. The industrial matters included conduct, climate reviews, conflict resolution, team interventions and grievances. In relation to matters of conduct some of these related to inappropriate behaviours including disrespectful behaviours and incivility in the workplace. The increase demonstrates that managers are more proactively managing issues at an early stage.</p> <p>We also delivered training to managers and e-learning to staff during this period as outlined in 2.1 Strategies and measures cell D14</p> <p>We consider that the anonymous nature of the Employee Experience Survey data provides an accurate representation of sexual harassment. Despite our efforts outlined above sexual harassment reported via the Employee Experience Survey data indicates 'no progress' has yet been made by our organisation against this indicator.</p>	Yes	Yes	No	No	Yes	No	No
Recruitment and promotion practices in the workplace	Yes	<p>Recruitment</p> <p>In our 2021 audit, women represented 69% of new recruits in the year to 30 June 2021. In 2023 progress audit, this remained relatively stable with a slight drop to 66%. Improved reporting also showed 1.5% of new recruits selected Self Described.</p> <p>In 2021, of the women we recruited, 10% were employed on a full-time permanent or a fixed term basis, 5.2% on a part-time permanent or fixed term basis and 38% on a casual basis. In 2023 we saw an increase in women being offered permanent or fixed term full time and part time roles with 37% of women employed on a full-time permanent or fixed term basis and 8.5% on a part-time permanent or fixed term basis. Casual employment decreased from 55% to 38%. These results indicate that more women were offered more secure employment opportunities.</p> <p>We were not able to analyse data at an intersectionality levels in 2021. Since then we have undertaken a data collection process for existing employees. We were able to capture and update data for one third of our workforce. This means that we can start to analyse data for the cohort of employees who responded. This will compliment the data we receive through the Employee Experience Survey. We will undertake further data collection attempts during the next reporting period to further improve our intersectional data to provide better insights.</p> <p>Our organisation argues that these figures, in conjunction with successful implementation of relevant GEAP strategies, contribute to progress against this indicator. We have been able to notably increase the security of employment offered to women and gender diverse employees and we have also been able to offer these new recruits more attractive contract conditions under our Enterprise Agreement. Casual conversion and converting employees from fixed term to permanent will also provide more secure employment for employees of all genders.</p> <p>Promotions, Secondments and Higher Duties</p> <p>We have improved the way in which we are recording promotions in our Human Resource/Payroll system. Our 2021 audit showed that 50% of promotions in the 12 months to 30 June 2021 were awarded to women. These promotions occurred in the lower and middle levels of the organisation only, and not within the executive leadership team. Our 2023 progress audit showed that 72% of all promotions were awarded to women, an increase of 22%. Of these, 44% occurred in the higher levels of the organisation and were ongoing permanent roles. Our 2021 audit showed that 47% of secondments were awarded to women and our 2023 data shows that 71% were awarded to women. Our 2023 audit results show that these figures are more in line with the gender composition of our workforce which is 66% women. Higher duties opportunities are dropped slightly for women from 64% in 2021 to 57% 2023. We will continue to monitor this. It may be impacted by where the higher duties are offered i.e in which departments.</p>	No	No	No	No	No	No	No

Factors key:
a. The size of the defined entity, including the defined entity's number of employees.
b. The nature and circumstances of the defined entity, including any barriers to making progress.
c. Requirements that apply to the defined entity under any other Act, including an Act of the Commonwealth.
d. The defined entity's resources.
e. The defined entity's operational priorities and competing operational obligations.
f. The practicability and cost to the defined entity of making progress.
g. Genuine attempts made by the defined entity to make progress.

Table 3 - Workplace gender equality indicators progress			Recommended							Recommended
Required	Required	Required	Factors							Factors discussion
Indicator	Confirm if progress made	Progress description	a	b	c	d	e	f	g	Factors discussion
This column contains the seven workplace gender equality indicators. Complete the 'required' fields, and you are encouraged to complete the 'recommended' columns, to the right of each indicator.	Indicate whether your organisation has made progress in relation to the workplace gender equality indicators. Use the drop-down menu in the cell to select 'yes' or 'no.'	Demonstrate your progress in relation to each workplace gender equality indicator. In this column, please explain why you believe changes in your data do or do not represent progress against each indicator. Refer explicitly to quantitative changes in the data between your previous workplace gender audit and your progress audit. If you wish, you may also make reference to any strategy or measure from your GEAP that supported, or was designed to support, progress against that indicator.	Indicate below whether or not one of these factors has affected your organisation's progress against each indicator. You are encouraged to reference these factors in your discussion in column L. See the Factors key to the right of this table for a description of each factor.							If you have selected 'yes' to any of the factors in the recommended columns to the left, you are encouraged to complete this column. This column allows you to discuss each factor that has affected your organisation's progress in relation to any of the workplace gender equality indicators.
Availability and utilisation of terms, conditions and practices relating to: - family violence leave; and - flexible working arrangements; and - working arrangements supporting employees with family or caring responsibilities	Yes	<p>In the 2021 audit we had no family violence leave utilised. In our 2023 audit we had 3 occurrences of Family Violence leave being used. We will continue our efforts to promote access to this leave and other resources for staff who face family violence situations. We had limited data on flexible workplace arrangements in the 2021 audit. This has significantly improved in our 2023 audit data. In 2023 according to our audit data, 36% of our workforce had a flexible working arrangement in place. Of this 70% are flexible arrangements for women and 30% for men. This is a slightly higher figure than our overall gender composition of the workforce which is 66% women. The 2023 data also shows the same result for Senior Leaders who access flexible leave arrangements - 70% are Senior Women Leaders and 29.5% Male Senior Leaders and 0.5% Self Described. The most popular types of flexible leave arrangements include Shift Swaps, Parttime and Working Remotely. We have improved the clarity of Flexible leave arrangements in our new Enterprise Agreement to further support managers and employees in offering and approving flexible work arrangements.</p> <p>In relation to parental leave our 2021 audit showed that women accessed 8.3 weeks of paid parental leave on average and men 2 weeks paid parental leave on average. Our 2023 audit shows improved conditions of employment with women accessing on average 11 weeks of parental leave and men 2.75% weeks. In our new Enterprise Agreement we have increased Paid Primary Caregiver Parental Leave from 14 to 16 weeks and unpaid leave up to 36 weeks, paid secondary caregiver leave increased from 2 to 4 weeks and unpaid to 48 weeks, provided access to an additional 12 weeks paid parental leave to secondary caregivers, introduced grandparent Leave, introduced surrogacy Leave and Pre-Natal leave entitlements are 6 weeks of paid leave.</p> <p>Our 2021 and 2023 audit showed a similar uptake of carers leave with 60% of women and 40% of men utilising leave. Employee Experience Data regarding 'having carer responsibilities is not a barrier to success' showed that our 2023 result was the same as the 2022 result. This is a priority action for us in the next 6 months.</p>	No	No	No	No	Yes	No	No	(e)Whilst Human Resources developed an awareness package/resources for leaders in how to support staff with carer responsibilities, we did not roll this out the end of 2023 due to other priority training that was scheduled. This training will be delivered by June 2024.
Gendered segregation within the workplace	No	<p>Reviewing our data by occupational category and composition, we find similar results in our 2021 and 2023 audit. It is positive to see that women in management (60%) and professional roles (63%) closely matches our gender composition overall with 66% of women in our workforce. Currently the gender composition of our workforce 65% female and 34% male and 1% Self Described has remained static over the reporting period.</p> <p>The actions that we have identified in our GEAP to improve the gender balance in particular occupational groups has not yet started because we have a future implementation date. This work will commence shortly and occur over the 2024/2025 reporting period. Despite this we have seen an improvement in the % of women in Labourer roles up from 26% in 2021 to 30% in 2023.</p>	No	No	No	No	No	No	No	

Factors key:	
a.	The size of the defined entity, including the defined entity's number of employees.
b.	The nature and circumstances of the defined entity, including any barriers to making progress.
c.	Requirements that apply to the defined entity under any other Act, including an Act of the Commonwealth.
d.	The defined entity's resources.
e.	The defined entity's operational priorities and competing operational obligations.
f.	The practicability and cost to the defined entity of making progress.
g.	Genuine attempts made by the defined entity to make progress.