



Key Actions and Steps identified in Balancing the Future: APS Gender Equality Strategy 2016-19		Proposed Departmental Actions and Timeframe	
Action 1	Steps	Activity	Timeframe
Driving a supportive and enabling culture	<p>Ensure Gender Equality is a business objective and is communicated to stakeholders.</p> <p>Demonstrate a commitment to Gender Equality.</p> <p>Recognise that domestic violence and family violence is a workplace issue.</p> <p>Build support networks across the Department and Portfolio.</p>	Secretary's endorsement of the Department's Gender Equality Action Plan.	December 2016 - Endorsed
		<p>Champion of Senior Women appointed in 2016. Broaden the role of Champion role to include gender equity and rename the role to Champion for Gender Equality.</p> <p>Release a Departmental Commitment Statement from the Champion, including a business case and benefits for gender equality in the Department.</p> <p>Secretary endorsement of the Commitment Statement, through the Secretary's update and ENTR news article.</p>	<p>December 2016 - Endorsed</p> <p>March 2017 – Formal launch</p>
		<p>Raise awareness of 'White Ribbon' through promoting 'White Ribbon Day' annually.</p> <p>Raise awareness of the Department's Guidelines on Domestic and Family Violence.</p>	November 2016 – Event completed
		<p>Investigate interest in a 'women's' network, led by senior women from within the Department (and Portfolio).</p> <p>Establish an Equity Network open to all employees, led by the SES, to support flexible work and rewarding careers.</p> <p>Access to mentors for women across the Portfolio to support career development, transition and progression.</p>	2017 Calendar Year – In progress
		<p>Increase education, and awareness, across the Department on gender equity issues by establishing a Gender Equity Intranet portal.</p> <ul style="list-style-type: none"> Showcase role models and success stories (Department and Portfolio). Highlight trends and best practice research. 	2017 Calendar Year – In progress
Action 2	Steps	Activity	Timeframe
Gender Equality in APS Leadership	<p>Establish and publish gender equality targets for SES, EL and Board appointments.</p> <p>Support Women's progression into senior leadership.</p>	<p>Department to:</p> <ul style="list-style-type: none"> Retain our 50% gender ratio; Retain our 40/40/20 gender ratio for SES and EL cohorts; and Meet the 40/40/20 gender ratio for Portfolio Board membership*. 	Targets to be retained through to June 2019 except *June 2017
		<p>Building Resilience Program and Leadership Seminar Series for 2017 - 19 to reflect gender equality in content and representation.</p> <ul style="list-style-type: none"> Identify a key note speaker to celebrate International Women's Day in March 2017 	2017 Calendar Year – In progress



		Participate in APS-wide and external Leaderships programs for Women to support career progression.	2017 Calendar Year – In progress
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Action 3	Steps	Activity	Timeframe
Innovation to embed Gender Equality in Employment Practices	Review the way the Department attracts, develops and retains employees to drive gender equality. Become a Workplace Gender Equality Agency (WGEA) of choice.	Review of employment programs, policies, procedures, systems and practices to mitigate gender bias (recruitment, performance management and learning and development). Promote the benefits of gender equality across the Department and Portfolio at regular intervals on ENTR, Secretary's Updates and Social Club activities. Leadership and Middle Management programs to include training on mitigating gender bias.	2017 Calendar Year – In progress
		Meet WGEA 'Employer of Choice' criteria and promote internally and externally.	June 2018
Action 4	Steps	Activity	Timeframe
Access to Flexible Work Arrangements	Provide a flexible and supportive workplace.	Review of employment programs, policies, procedures, systems and practices to encourage a flexible and supportive workplace (recruitment, performance management and learning and development). Leadership and Middle Management programs to include training on promoting and supporting flexibility. Establish a mechanism to keep employees connected to the Department, who may be taking parental leave, maternity leave, study leave and/or other extended period.	2017 Calendar Year – In progress
Action 5	Steps	Activity	Timeframe
Measurement and Evaluation	Report on the Department's efforts to drive gender equality for sustainability and effectiveness.	Report progress of the Gender Equality Action Plan to the Finance Reporting and Performance Meeting bi-annually. Integrate Gender Equality data into monthly HR reports to Executive Directors and General Managers. Continually monitor and assess progress of the Gender Equality Action Plan and update as required. Contribute and report on gender equity data as required. Report results of WGEA diagnostic to APSC.	2017 Calendar Year – In progress December 2016 - completed