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Chair's Foreword

I am pleased to launch the Parks Victoria Gender Equality Action Plan, developed as a result of workforce data analysis, employee engagement survey data analysis, consultation with employees and employee representatives and the ongoing efforts of our Gender Equality Act Working Group and our Diversity and Inclusion Leadership Group.

Parks Victoria recognises that individual experiences are shaped by identity and that identity can have many factors: culture, disability, age, gender, sexual identity. The more factors that a person identifies as, the more discrimination and disadvantage, they are likely to encounter.

The Gender Equality Action Plan seeks to address the effect of gender intersecting with other factors and the impact this has on employee development, career progression and job satisfaction.

Under our Gender Equality Action Plan pillars of Data, Experience, Opportunities and Culture, the actions and measures aim to achieve meaningful and sustainable change and will link into the overall Parks Victoria Workforce Diversity and Inclusion Plan, to achieve success in Parks Victoria being a safe, inclusive and contemporary workplace for all.



John Pandazopoulos Chair

Deputy Chair's Foreword

As part of the Parks Victoria Workforce Diversity and Inclusion Plan, Parks Victoria recognises International Women's Day (IWD), each year. I had the privilege of being part of Parks Victoria's panel for IWD where we explored a range of issues in relation to Parks Victoria's progress on gender equality, personal experiences, the importance of workplace culture and how we can all support and influence change.

The 2022 IWD theme of #BreaktheBias, relates so well to our Gender Equality Action Plan and the actions Parks Victoria aims to achieve over the next four years. Break the Bias encourages us to imagine a gender equal world, free of bias, stereotypes, and discrimination, that is diverse, equitable, and inclusive and where difference is valued and celebrated.

It is up to each of us to listen to and acknowledge the experience of others, to create safe spaces to share our stories and to make a continuous effort to be respectful in our workplaces, for the benefit of all.

It is with great pride that I launch the Parks Victoria Gender Equality Action Plan 2022 - 2026.



Lisa Marty Deputy Chair

Message from the Chief Executive Officer

I am pleased to present Parks Victoria's Gender Equality Action Plan. Parks Victoria has had an established commitment to promoting gender equity through our Workforce Diversity and Inclusion Plan. I attend Emergency Management Victoria's Inclusion and Diversity Leadership Group, in which Parks Victoria's plays a key role in delivering a range of initiatives focusing on addressing sector wide barriers to inclusion and diversity and to leverage existing leadership opportunities and initiatives to collectively drive change. Parks Victoria is one of 30 members in the Champions of Change Fire and Emergency Group and The Australasian Fire and Emergency Service Authorities Council (AFAC). This Gender Equality Action Plan provides a clear framework for us to continue to build our safe and inclusive workplace to develop a gender equal Parks Victoria over the next four years.

As Chief Executive Officer, I have spent time speaking with many in our workforce about these issues and championing our zero-tolerance position on all forms of inappropriate workplace behaviour, including sexual harassment. This includes in meetings with representatives of the Diversity and Inclusion Leadership Group, women who undertake operational, fire and emergency roles and women from other work areas across the organisation. These conversations have been honest and enlightening, and I want to take this opportunity to thank those who have shared their experiences with me. These conversations have developed my understanding of how our systems, processes and culture have impacted our people, which means we are not fully leveraging off the skills and knowledge of our women.

We have made progress since the establishment of the Diversity and Inclusion Plan in 2017 in terms of increasing representation of women in our workforce and our zero-tolerance approach to inappropriate behaviour. Since 2020, I have led zero-tolerance approach through clear communication and following through on concerns raised that resulted in the termination of six (6) employees, related to sexual harassment. Our OHS reporting system now has the ability to capture mental health incidents and workplace reporting, as a confidential process, removing line management from the process.

There is still much more work we need to do, to ensure that Parks Victoria's achieves gender equality through each of us taking an active role in addressing the challenges our workforce has raised and sharing best practice to be an employer of choice.



On 19 May 2021, a special Diversity and Inclusion edition of the Parks Victoria Inside Parks Newsletter, was issued. In this edition I advised employees that I publicly pledged my support for the Diversity Council Australia "I stand for respect" campaign.

As Chief Executive Officer, I am dedicated to leading sustainable and meaningful change at each level of Parks Victoria. A priority will be supporting employees to share their story, challenge their assumptions and be empowered to take accountability to deliver actions that create and reward workplaces that are safe, inclusive and gender equal. The Gender Equality Plan is the outcome of significant consultation across our business and with our partners. The Gender Equality Action Plan outlines actions that are measurable and purposeful to improving gender equality within Parks Victoria. I look forward to leading Parks Victoria, with the Executive Management Team, to further develop our safe, inclusive, respectful and gender equal workforce focused on serving our many communities and partners so that we can all get into nature.



Matthew Jackson
Chief Executive Officer

Introduction

Parks Victoria is committed to ensuring gender equity in the workforce so that Parks Victoria can best serve the community and various partners. Parks Victoria aims to support everyone to be able to get into nature, regardless of their gender, ability, cultural background or age.

The 2016 Royal Commission into Family Violence showed that Victoria needs to address gender inequality in order to reduce family violence and all forms of violence against women. In response, the Victorian Government released Victoria's first gender equality strategy, Safe and Strong, in 2016. As part of Safe and Strong, the government committed to legislative change to promote gender equality. The Gender Equality Act 2020 reflects the views and experiences of the Victorian community and requires defined entities, of which Parks Victoria is one, to implement a range of obligations.

People's lives are shaped by gender norms and attitudes. Gender norms refer to:

- How people are divided into categories of 'male' and 'female';
- The meanings given in society to being 'male' and 'female', such as how men and women are 'supposed' to talk, think, look and behave;
- Different images and representations of women and men; and
- The organisation of men's and women's lives, including who holds power and makes decision, who does
 what kinds of work and expectations around who a person's sexuality can be expressed based on their
 gender. ¹

As defined in Safe and Strong, gender equality is "the equal rights, responsibilities and opportunities of women, men, trans and gender diverse people. Equality does not mean that women, men, trans and gender diverse people will become the same but that their rights, responsibilities and opportunities will not depend on their gender". Similarly, gender equity "entails the provision of fairness and justice in the distribution of benefits and responsibilities on the basis of gender. The concept recognises that people may have different need and power related to their gender and that these differences should be identified and addressed in a manner that rectifies gender related imbalances". ²

Gender equity is the process to achieve the outcome of gender equality.

Despite significant advances in lifting women's participation in the labour force and women's pay across industries, and an increased recognition of the value of diversity in the workplace, the gender pay gap continues to persist.³

According to the Workplace Gender Equality Agency (WGEA), based on data collected from the Australian Bureau of Statistics, from May 2021, Australia's national gender pay gap is 14.2%.

The Gender Equality Action Plan is Parks Victoria's four-year commitment to gender equality and informs future investment and action to achieve gender equality. The actions are evidence based, informed by consultation and measurable.

Gender equality will ensure that Parks Victoria is an employer of choice, where employees feel safe, included and respected so that they can best respond to the contemporary issues in park management, conservation and fire and emergency.

¹ She's Price(d)less: The economics of the gender pay gap. KPMG.com.au, 22 August 2019 – reference to Flood, M and Russell, G, 2017, Men Make a Difference: How to engage Men on Gender Equality.

² Safe and Strong: Victorian Gender Equality Strategy.

³ She's Price(d)less: The economics of the gender pay gap. KPMG.com.au, 22 August 2019

Context

Strategic context

Parks Victoria's Strategic Plan, "Shaping our Future", outlines Parks Victoria's vision, purpose and strategic directions, for the next decade. It is framed around four goals, which provide the context and focus for all activities.

CARING FOR COUNTRY

Goal

protect and conserve Victoria's natural and cultural landscapes.

CONNECTING PEOPLE AND NATURE

Goal

To provide experiences for visitors and volunteers to connect with and value nature.

CONTRIBUTING TO HEALTHY, LIVEABLE COMMUNITIES

Goal

To contribute to improving the health, safety and economic wellbeing of all Victorians.

ENHANCING ORGANISATIONAL EXCELLENCE

Goal

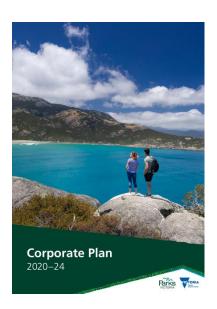
To enhance our capability, capacity and culture to deliver on our commitments.

Sitting under the Strategic Plan, the four-year Corporate Plan 2020-2024, focuses on the delivery of Parks Victoria's overall priorities, key initiatives and capital investments. It highlights areas of work that demonstrate Parks Victoria's obligations, commitments and aspirations.

Developed by the Board and the Executive Team, the plans deliver on obligations under the Parks Victoria Act 2018 and other service agreements. It contains key performance targets by which Parks Victoria monitors the achievement of its desired outcomes on a quarterly basis.

The priorities relating to the GEAP are:

- 1. Staff safety: Parks Victoria put staff safety and wellbeing first and supports our people to be safe, healthy and engaged at work.
- Culture and staff welfare: We strive for an outcome focussed organisational culture which is positive, resilient and ethical. We are accountable for our actions and committed to being responsive to the Victorian public, our key stakeholders and our visitors.
- 3. Increasing diversity within our workforce: Diversity and inclusion are central to our development as a modern, high performing, sustainable organisation.



Diversity and Inclusion at Parks Victoria

The Parks Victoria Workforce Diversity and Inclusion Plan 2017-2022 (D&I Plan), was developed by a statewide working group. It's implementation and progress, is overseen by the Diversity and Inclusion Leadership Group, which is chaired by the Executive Director, People, Safety and Risk, on behalf of the Chief Executive Officer.

The D&I Plan has the key themes of:



Within these themes, actions and measures are documented and reported to the Executive Management Team and the Board.

The GEAP should be read in conjunction with each of the following plans:



The D&I Plan sits under the umbrella of the Parks Victoria People Strategy 2017-2022 and it is complemented by:

- The Aboriginal Employment and Wellbeing Plan 2018-2023 (AEWP)
- the Disability Action Plan (2017-2020) (DAP)
- and the Cultural Diversity Plan 2018 2021 (CDP).

Revised versions of the DAP and the CDP are currently under development.

Gender equality work is not new to Parks Victoria, given the Women in PV theme. The Gender Equality Action Plan (GEAP) has a natural connection to the D&I Plan and the intersectional lens that has been applied, whilst developing the GEAP and meeting the obligations of the Gender Equality Act.

Parks Victoria's Gender Equality Action Plan pillars



Vision

To achieve Parks Victoria's strategic goal of **Enhancing Organisational Excellence**, the GEAP pillars were created to show the links to the overarching commitments to achieve meaningful and sustainable change. The pillars have been determined through theming the actions and linking these themes to clear outcomes to be achieved. Each of the measures and actions sits under one or more of the pillars.

Through the GEAP, Parks Victoria's vision to achieve is:

- Equal representation of gender diversity at all levels across the workforce to promote and engage diversity of ideas, thinking, strategies and teams.
- Measure and act on gender metrics include learning and development, pay gap and recruitment and promotion.
- Eliminate discrimination, sexual harassment, and sexism in the workplace.
- Understand and support women through career development and share their experiences to increase awareness.

Case for Change

Parks Victoria's case for change is informed by the current data:

- The workforce does not reflect the community, as only 39% of the workforce identifies as being a woman, 5% identify as a person with a disability, 1% identify as trans, non-binary or gender diverse and 79% advise their cultural identity is Australian.
- Women fill 80% of all part-time positions (either fixed term or ongoing) potentially making it challenging for women to secure leadership or development opportunities which are more likely to be available on an ongoing and/or full-time basis.
- 80% of all positions in Parks Victoria are filled on a full-time basis of which only 31% are filled by women, suggesting there is an organisational preference for full-time working.
- 49% of all women employed by Parks Victoria work on a fixed-term or casual basis suggesting they may have less job security or ability to have long term careers in Parks Victoria.
- Sexual harassment is still a real issue for Parks Victoria women, with 6% of People Matter survey respondents reporting through that they had experienced sexual harassment and 23% of employees reporting that they had witnessed negative behaviour, including sexual harassment.

To achieve meaningful and sustainable change, the GEAP summarises a range of actions and measures to act on this data and achieve success in Parks Victoria being a safe, inclusive and contemporary workplace.

Success in achieving this change at Parks Victoria over the next four years looks like:

- A workplace where people feel safe, mentally healthy and is free from discrimination and sexual harassment.
- A workplace where women feel empowered and have professional development opportunities and pathways that is actively being promoted.
- A workplace where there is a diversity in thinking.
- A workplace where there is equality and equity in everything we do.
- A workplace where people feel safe and empowered to challenge, speak up and call out behaviours.
- A workplace that offers, promotes, normalises and rewards flexibility through critical life stages, regardless of gender.

Principles

The Act sets out the principles required to guide the development of the GEAP. These principles have been considered, when developing this GEAP:

- 1. All Victorians should live in a safe and equal society, have access to equal power, resources and opportunities and be treated with dignity, respect and fairness.
- 2. Gender equality benefits all Victorians regardless of gender.
- 3. Gender equality is a human right and precondition to social justice.
- 4. Gender equality brings significant economic, social and health benefits for Victoria.
- 5. Gender equality is a precondition for the prevention of family violence and other forms of violence against women and girls.
- 6. Advancing gender equality is a shared responsibility across the Victorian community.
- 7. All human beings, regardless of gender, should be free to develop their personal abilities, pursue their professional careers and make choices about their lives without being limited by gender stereotypes, gender roles or prejudices.
- 8. Gender inequality may be compounded by other forms of disadvantage or discrimination that a person may experience on the basis of Aboriginality, age, disability, ethnicity, gender identity, race, religion, sexual orientation and other attributes.
- 9. Women have historically experienced discrimination and disadvantage on the basis of sex and gender.
- 10. Special measures may be necessary to achieve gender equality.

Action Plan development

1. Establish the Gender Equality Act (GEA) Working Group

A Chief Executive Update was issued in April 2021, announcing the commencement of the Gender Equality Act (GEA) and calling for expressions of interest (EOI) from employees, to participate in a working group.

A range of employees from across the organisation, representative of different roles, grades, geography and gender, were successful in their EOI and formed the GEA Working Group, along with People and Culture representatives, and employees in their union delegate role. The GEA Working Group has grown over time and its current membership is 30 people.

The GEA Working Group and sub-groups met on a regular basis, operating under a Terms of Reference, to:

- Understand the obligations of the GEA
- Contribute to the development and implementation of the GEAP
- Analyse the:
 - o Workforce Gender Audit (WGA) data
 - o People Matter Survey (PMS) data
 - Sexual harassment data to determine the key focus areas and relevant actions to be included in the GEAP
- Undertake Gender Impact Assessments (GIAs) as part of a pilot program.

2. Undertake consultation

Through the GEA Working Group, lunch and learn sessions and the sharing of the draft GEAP, consultation was undertaken, to seek input from employees, both on the data and the proposed actions, suggested as a result of the data and the consultation processes.

3. Undertake data collection and analysis

People Matter Survey (PMS)

Defined entities are required to undertake employee engagement surveys. Parks Victoria participates in the Victorian Public Sector Commission People Matter Survey (PMS).

The PMS was conducted in between 31 May and 2 July 2021, with the organisational highlights presented by the Chief Executive at the Employee Conference in October 2021.

Organisational PMS results were analysed by the D&I Leadership Group and the GEA Working Group.

Divisions/regions and branches/districts received localised results, which were analysed to determine relevant actions to be included in this GEAP.

Workforce Gender Audit (WGA)

Defined entities are required to undertake a WGA. This was completed by the People and Culture branch, extracting available data from the Finance and People System (FaP).

The reporting period was for financial year 2020 – 2021, so the data is either a snapshot as at 30 June 2021 or in some cases, it considers data covering the entire reporting period (e.g. the sexual harassment data). The data was presented to and analysed by the GEA Working Group and employee representatives.

4. Consider intersectionality

When undertaking the PMS and WGA data analysis, an intersectional lens was applied where possible, which led to insights of intersectional gender inequality.

Parks Victoria have an extremely small population of people who have not identified as man or woman, so the self-described population is not visible in the graphs and imagery.

There is a variance between the data collected via the PMS and data collected via the WGA, due to the voluntary participation in the PMS and the increased number of intersectional/demographic questions, included in the PMS versus the WGA data, extracted from the system.

Parks Victoria acknowledges that the workforce needs to represent the community. There is more work to be done to attract, recognise and promote diversity in the workforce, via the ongoing implementation of our Workforce Diversity and Inclusion Plan, our Disability Action Plan, our Cultural Diversity Action Plan and our Aboriginal Employment and Wellbeing Action Plan.

5. Align with, and leverage off, emergency management

Parks Victoria participates in several diversity and inclusion groups, across the emergency management sector:

• Champions of Change Coalition (CCC)

- o chaired by Kristen Hilton, Former Victorian Equal Opportunity and Human Rights Commissioner
- Membership consists of agencies which form the Australasian Fire and Emergency Service Authorities
 Council (AFAC)
- o Gender equity in emergency management, is the focus

• Emergency Management Victoria (EMV) - Inclusion and Diversity Leadership Group

- o Chaired by Andrew Crisp, Emergency Management Commissioner
- Membership consists of agencies under the EMV umbrella
- o Inclusion and diversity are the focus

• Forest Fire Management Victoria (FFMV) – Women in Fire and Emergency Management

- o Chaired by Chris Hardman, Chief Fire Officer
- Membership consists of agencies under the FFMV umbrella
- o Gender equity in emergency management, is the focus

These groups each have an action plan to be implemented by the member agencies. Relevant actions have been included in the GEAP.

Consultation

A range of consultation has occurred, during the development of the GEAP to ensure as many people across the Parks Victoria workforce could contribute to the understanding of gender equality at Parks Victoria and develop actions and measures to deliver meaningful and sustainable change.

1. GEA implementation

Presentations were given to the Parks Victoria Board, the Parks Victoria Executive Management Team, the Parks Victoria Diversity and Inclusion (D&I) Leadership Group, the GEA Working Group and the Parks Victoria Consultative Committee. Presentations outlined the obligations, implementation and resourcing of the GEA.

2. People Matter Survey (PMS)

The PMS results were shared:

- With the organisation, by the Chief Executive, during the Employee Conference, in October 2021.
- With the Parks Victoria Diversity and Inclusion (D&I) Leadership Group and the GEA Working Group.
- By People Leaders, to their divisions / regions, branches and districts. During this process, employees were asked to consider proposed actions for the GEAP, in response to the data.

3. Workforce Gender Audit (WGA)

The WGA results were shared with the GEA Working Group, resulting in proposed actions being included in the GEAP, in response to the data.

The data was also shared with employee representatives.

4. Lunch and learn sessions

A Communication and Consultation sub-group was formed, under the umbrella of the GEA Working Group. The group developed and delivered 'lunch and learn' sessions to employees, highlighting the background of the GEAP and providing opportunity for questions and input.

A drip feed approach was developed to ensure the broadest reach of internal communications to employees. Communications included feature articles in the Inside Parks internal newsletter, Yammer posts and presentations at team meetings.

Implementation and evaluation

Parks Victoria commits to undertaking a range of reporting measures, to demonstrate progress of the GEAP's implementation. They are:

1. In accordance with the obligations of the Act, the biennial progress report will be provided to the Commission and published on Parks Victoria's website.

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- 2. Monitoring of the implementation will be undertaken by the D&I Leadership Group, on a half yearly basis.
- 3. Progress of the GEAP measures, will be reported to the Board, via the People and Culture Quarterly Report, on an annual basis.
- 4. An achievement register will be created, to assist with progress reporting.
- 5. Communication with employees and employee representatives, will occur through a variety of channels, such as the Inside Parks Newsletter and the Consultative Committee.
- 6. Employees will have the opportunity to participate in the implementation of the actions, on an as needs basis.

Resourcing

People

The D&I Leadership Group and the People and Culture branch will lead the implementation of the GEAP. When necessary, resources from other Divisions will be called upon to assist and/or undertake the requirements of the Act, such as completing Gender Impact Assessments.

In accordance with the Terms of Reference, the GEA Working Group is in place for the duration of the GEAP, to:

- Assist with the development and implementation of the GEAP
- Advise, advocate for and support diversity and inclusion in the workplace
- Raise organisational awareness of the value of enhanced diversity and inclusion.

The Wellbeing and Diversity Advisor, within the People and Culture Branch is responsible for the coordination of the development and implementation of the GEAP. To assist with meeting the obligations of the Act, the People and Culture Branch was funded to engage a Diversity and Inclusion Advisor, for a six (6) month period, as an additional resource to current resourcing.

There is a need for an ongoing resource to ensure the success and delivery of actions through the GEAP.

Financial

The equivalent of one Full Time (FTE) position will be funded, for the implementation of the GEAP. Once the overall organisational budget is confirmed for each financial year, the budget allocation for actions will be reviewed.

Applying for external grants, to assist with implementation, will also be considered.

Timeline

The GEAP is effective for four (4) years, with a progress report due to the Commission for Gender Equality in the Public Sector (CGEPS) every two (2) years.

Parks Victoria will commence development of the second edition of the GEAP, in 2026.

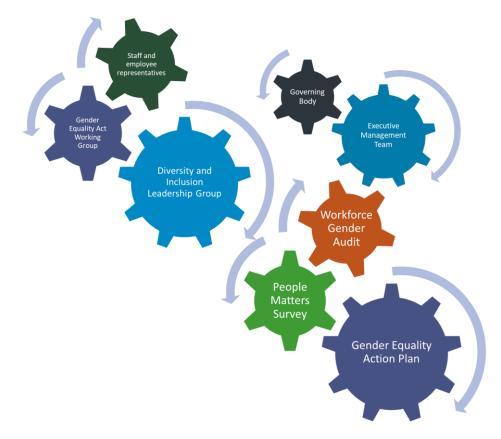
Gender Impact Assessments (GIAs)

A defined entity must undertake a Gender Impact Assessment (GIA) when developing or reviewing any policy of, or program or service provided by, the entity that has a direct and significant impact on the public. The GIA is a template document that provides prompts and questions, to determine whether a gender lens and an intersectional lens has been applied, during the development or review process.

Parks Victoria acknowledges that gender can have an effect on someone's needs and experiences. As a provider of programs and services to the public, the GEA Working Group identified the following policies, programs and services, for a GIA to be undertaken as part of a pilot program:

- 1. Programs and services
 - Customer Service Centre recruitment and Position Description
 - Review of the Junior Ranger Program
 - Review of the volunteers' recruitment campaign
 - Project Fire Fighter recruitment and Position Description.
- 2. Policies
 - Employment Policy
 - Interpretation and Education Policy
 - Partnership, Stakeholder and Community Engagement Policy
 - Recruitment
 - Visitor and Park Use Policy
- 3. Strategic Park Management Plans to be reviewed for appropriate imagery

Actions and measures



The actions and measures included in this GEAP, have been determined by consultation and ideas through:

- The results of the People Matter Survey
- The data analysis of the Workforce Gender Audit
- Input from the Diversity and Inclusion Leadership Group
- Input from the GEA Working Group
- Consultation with employees and employee representatives
- Consultation with the Executive Management Team
- Consultation with Parks Victoria's governing body

The actions are recorded under the gender equality indicators of:

- Gender pay equity
- Gender composition at all levels of the workforce
- Gender composition of governing bodies
- Workplace sexual harassment
- Recruitment and promotion
- Gendered work segregation
- Leave and flexibility

When reading the graphs and imagery, there is some handy information to keep in mind:

1. The colour representations



2. Intersectional lens

The current requirements of the GEAP do not include the capability for the addition of intersectional data. As stated, Parks Victoria has several existing programs of work that underpin the actions outlined in this plan to create progress in gender equality and promote overall workforce diversity. Parks Victoria has an extremely small population of people who have not identified as man or woman, so the self-described population is not visible in the graphs and imagery.

3. Levels to the CEO

The WGA was undertaken via a template from the CGEPS, which collated data based on the number of levels a position is, from the CEO. Therefore, the Executive Management Team is one level (shown as -1) from the CEO and Grade 2 positions are 6 levels from the CEO (shown as -6). There are a small number of -7 level to CEO which represents employees who may have been on the Working for Victoria initiative and were still employed during the reporting period of the WGA.

Accountability

The Executive Director, People, Safety and Risk has overall accountability for implementing this GEAP and for driving 'reasonable and material' progress on behalf of the Chief Executive Officer and the Executive Management Team.

Accountability for the actions within this GEAP, are assigned to a member of the Executive Plus group. Where applicable, actions are detailed to a particular division or branch.

Gender Equality Indicator: Gender pay equity

Parks Victoria operates under an Enterprise Agreement, that determines the pay scales for employees, covered by the Agreement.

What does the data show?

The mean pay gap percentage is the average salary of all employees and Parks Victoria shows a higher gap in total remuneration than annualised base salary. This means that while men and women have a similar average annual salary across the organisation, men are earning more through allowances and penalties and participation in fire and emergency response.

When reviewing the median pay gap by employment basis, it is clear that the midpoint salary for women is higher than men in most employment basis types except for Total Remuneration for men in Full Time Ongoing (FTO) employment. The analysis of employment basis indicates that men make up nearly 70% of people in FTO employment at Parks Victoria, with the majority of these being in levels further from the CEO. It is more likely that at these levels, employees are receiving additional overtime and allowances, including fire payments to their base salary.

Women's midpoint is significantly higher in temporary employment, particularly part-time. As women hold more than 75% of part time roles, this contributes to the widened gap. In Full Time Temporary roles (FTT), women's midpoint is also noticeably higher.

Reviewing the mean pay within each level to CEO classification, highlights that there is a pay gap within most levels of the organisation. Considering the gender split within each classification level is relatively balanced until level -5 to the CEO, the average would not be biased by a disproportionately high number of men, evidencing that within these categories, men are primarily earning both higher salaries and total remuneration.

Median Pay



The median annual salary for womer is 1.6% greater than men.



The median total remuneration earnings for men is 5.8% more than women.



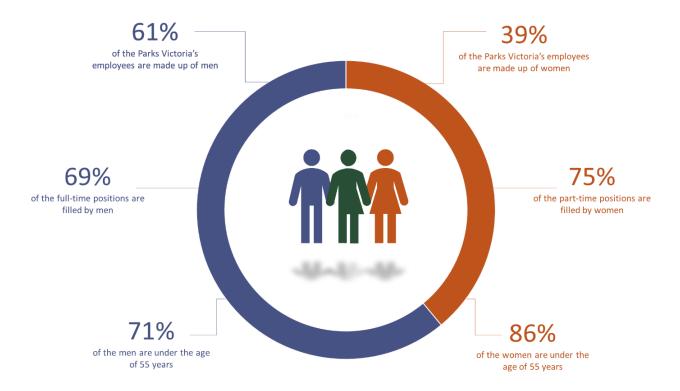
Action	Responsible position/s	Timeframe	Measure/s	Source reference	Pillar
Commit to maintaining all roles being funded full time equivalent, regardless of the incumbent's employment status.	Executive Management Team	Year 1 – 4	Part time employees have the opportunity to increase their hours or be supported to engage in job sharing opportunities.	GEA Working Group People Matter Survey	Opportunities
Undertake workforce planning to	People Leaders	Year 2 – 4	The data analysis is undertaken.	Workforce Gender	Creating & promoting opportunities Data
understand and implement gender balance opportunities for allowances, salary, leave tenure, pay gap and rosters.	·		The results are communicated.	Audit GEA Working Group	i mir
			Manager participation rates in workforce planning activities.		Measuring & acting on data findings
			The modelling for gender balance opportunities is undertaken through various pilot programs.		Opportunities
			Expand and implement benefits of workforce planning and gender balance opportunities across PV.		Creating & promoting opportunities
Look at opportunities for expanding duties throughout the employee lifecycle of part-timers in weekday work, who may wish to increase their hours.	People Leaders	Year 4	Manager participation rates in workforce planning activities.	Workforce Gender Audit GEA Working Group	Opportunities - Q
					Creating & promoting opportunities

Gender Equality Indicator: Gender composition at all levels of the workforce

Parks Victoria has an extremely small population of people who have not identified as man or woman, so the self-described or unknown genders is not visible in many of the charts throughout the GEAP. The Parks Victoria systems and processes only capture gender data when an employee commences employment and options may have been limited for longer serving employees, however data collection is improving as diversity and inclusion is imbedded into systems and processes, so there are now more options for people to identify themselves.

What does the data show?

Of 1472 employees on 30 June 2021, men were more represented across the workforce making up 61% of Parks Victoria's employees. 39% of the workforce were women. Men filled most of the full-time positions and women filled most part-time positions. 71% of men were under the age of 55 whereas 86% of women were under the age of 55.

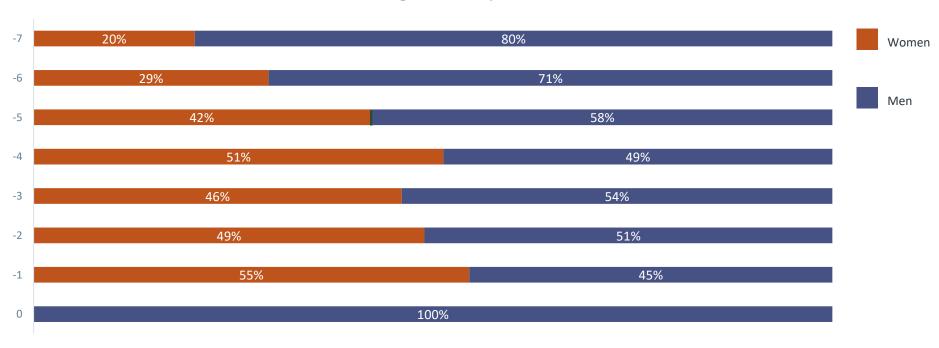


5% of the Parks Victoria workforce identify as Aboriginal or Torres Strait Islander and of this 5%, the gender composition is 26% women and 74% are men, so there is a higher proportion of men identifying as Aboriginal and/or Torres Strait Islander than women.



In the levels closer to the CEO, there is more balanced split of men and women but in the lower levels from -5 down, there is a notable increase in the increased percentage make up of men. This graph is a representation of the data, as required by the CGEPS and, as mentioned earlier, the levels to the CEO are not consistent with Parks Victoria's grades within the Enterprise Agreement.

Level to CEO gender composition



Action	Responsible person	Timeframe	Measure	Source reference	Pillar
Review and identify recruitment advertisement channels to target diversity.	Director, People and Culture	Year 1	Expansion of the current advertisement channels.	D&I Leadership Group People Matter Survey	Opportunities Creating & promoting opportunities
Clear sponsorship for gender initiatives, relating to gender composition at all levels of the workforce.	Executive Director, People, Safety and Risk	Year 1	Initiatives have been identified and assigned to an Executive Sponsor.	D&I Leadership Group People Matter Survey	Culture A safe, empowered & diverse culture
Highlight where data gaps currently exist and improve systems and processes to be able to collect more meaningful data to inform the next GEAP.	Executive Director, People, Safety and Risk	Year 1 – 4	More information is available on gender and intersectionality. A more robust dataset or internal reporting system will be established.	Workforce Gender Audit	Measuring & acting on data findings
Develop and implement a training program to improve confidence in applying for new roles.	Director, People and Culture	Year 2	The program has been developed. Positive feedback from participants and a strong participation rate.	D&I Leadership Group People Matter Survey	Opportunities

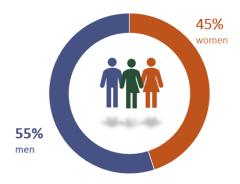
Where possible, have a 40:40:20 (Women:Men:Open) split of candidates selected for interview.	Executive Director, People, Safety and Risk People Leaders in	Year 2	Decision to have 40:40:20 split of candidates selected for interview, is communicated. People Leaders implement a	D&I Leadership Group People Matter Survey	Opportunities
	the Operations Division		pilot program, in Operations Division.		Creating & promoting opportunities
to increase knowledge of programs across Parks Victoria.	Executive Director, People, Safety and Risk Executive Director, Operations	Year 2	Regional mentoring programs are identified and communicated.	D&I Leadership Group People Matter Survey	Understanding & sharing experiences
					Opportunities Creating & promoting opportunities

Gender Equality Indicator: Gender composition of governing bodies

The Parks Victoria Board is the governing body. Membership of the board is determined by Cabinet and therefore Parks Victoria does not have control over the gender composition for the Board. Parks Victoria will continue to support diversity in all areas of recruitment.

What does the data show?

The current gender composition of the Board is 45% women / 55% men.



Action	Responsible person	Timeframe	Measure	Source reference	Pillar
Support government 50/50 policy for governing bodies.	Department of Environment,	Year 1 – 4	50/50 gender split is in place.	Workforce Gender Audit	Opportunities
governing bodies.	Land, Water and			Addit	- <u>`</u>
	Planning (DELWP)			GEA Working Group	-
					Creating & promoting opportunities
					Culture
					Ť
					A safe, empowered & diverse culture

Seek 50/50 representation on Board Committees.	Board Chair	Year 1 – 4	50/50 gender split is in place.	Workforce Gender Audit GEA Working Group	Opportunities
					Culture A safe, empowered & diverse culture
Maintain the target of 50/50 for applications and then recruitment into Executive Management positions.	Chief Executive Officer	Year 1 – 4	50/50 gender split is in place.	Workforce Gender Audit	Opportunities

Gender Equality Indicator: Workplace sexual harassment

What does the data show?

According to the WGA, there were three (3) formal complaints of sexual harassment in a workplace or work-related setting made in FY 20-21.

Of the three (3), two (2) complainants were employees of Parks Victoria, aged between 25 and 44, and the other individual was a member of a third-party workplace, working alongside a Parks Victoria employee. All 3 complainants were women and all reported they were subjected to sexual harassment. The two (2) Parks Victoria employees were terminated (via a resignation and a termination). All complainants were satisfied with the outcome of their complaint.

According to the PMS, 94% of respondents had not experienced any behaviours relating to sexual harassment and 77% have not witnessed any inappropriate behaviour, including sexual harassment.

What has been done already?

To prevent future instances of sexual harassment, Parks Victoria has introduced employee training, leadership communication, Chief Executive Officer Updates and All Employee Briefings, with updates on sexual harassment incidents and communication campaigns.

The Chief Executive Officer also pledged his support of the "I Stand up for Respect" campaign, organised by Diversity Council Australia.

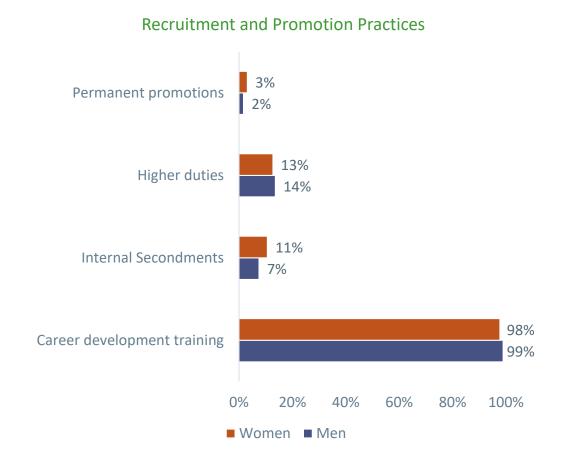


Action	Responsible person	Timeframe	Measure	Source reference	Pillar
Promote safety in reporting to highlight there isn't a deadline for reporting historical incidents.	Director, People and Culture	Year 1	100% compliance on the reporting of incidents.	Workforce Gender Audit GEA Working Group	Culture A safe, empowered & diverse culture
Develop and implement safe and inclusive workplace training on respect for women, that includes bystander training, patriarchy awareness and tools.	Director, People and Culture	Year 2	Year 2 – program developed. Year 3 – pilot. Year 4 – broader implementation.	D&I Leadership Group People Matter Survey	Culture A safe, empowered & diverse culture
Develop and implement sexual harassment training, including external impacts on sexual harassment in/ around the workplace.	Director, People and Culture	Year 2	Employees have completed the session. 100% compliance on the reporting of incidents.	People Matter Survey GEA Working Group	Culture A safe, empowered & diverse culture
Acknowledge, report, and take action on all sexual harassment incidents perpetrated by PV employees, employees of other agencies and by members of the community.	Director, People and Culture	Year 1 - 4	100% compliance on the reporting of incidents. Action is taken in accordance with policies and procedures.	People Matter Survey Executive Management Team	Measuring & acting on data findings Culture A safe, empowered & diverse culture

Gender Equality Indicator: Recruitment and promotion

What does the data show?

Overall, more women were promoted during the FY (when looking at the promotion field in the HR system). Women tend to have been promoted proportionally higher in levels closer to the CEO on a fixed term basis, including Executive Officer contracts. The data shows there are lower levels of promotions to part time roles and men are typically promoted more in levels further away from the CEO.





Action	Responsible person	Timeframe	Measure	Source reference	Pillar
Support Parks Victoria's achievement of diversity and inclusion aims, via the alignment with the Workforce Diversity and Inclusion Plan, the Cultural Diversity Plan, the Disability Action Plan and the Aboriginal Employment and Wellbeing Plan.	Director, People and Culture Director, Community Programs, Community Engagement and Inclusion Director, Managing Country Together	Year 1	The Actions Plans are consistent.	D&I Leadership Group People Matter Survey	Creating & promoting opportunities Culture A safe, empowered & diverse culture
Undertake a survey to understand the experience of women in the workplace both from the perspective of women and men.	Director, People and Culture	Year 1	Analysis of the survey is complete and results are communicated. Action planning session held and case studies to be presented.	GEA Working Group D&I Leadership Group	Measuring & acting on data findings Experience Understanding & sharing experiences
Undertake Recruitment essentials training, including unconscious bias, appropriate panels etc.	Director, People and Culture	Year 1	Managers have completed the session. Decrease in recruitment appeals. Implementation of a standard recruitment process.	GEA Working Group D&I Leadership Group	Opportunities Creating & promoting opportunities

Share employees' stories on their career, e.g. moving into leadership, having a disability, fire roles, carer responsibilities, working part time/job share and sexual harassment.	Executive Management Team	Year 1 – 4	Employees are encouraged by their People Leaders to share their stories, through internal communication channels.	D&I Leadership Group People Matter Survey	Understanding & sharing experiences
Support the implementation of the Emergency Management Victoria (EMV), Forest Fire Management Victoria (FFMV) and Champions of Change Coalition (CCC) actions.	Director, Fire, Emergency and Enforcement	Year 1 - 4	The identified actions have been implemented.	D&I Leadership Group	Creating & promoting opportunities Culture A safe, empowered & diverse culture
Review our diversity initiatives, for recruitment, to increase diversity in applications and successful candidates.	Director, People and Culture People Leaders	Year 1 - 4	Year 1: Determine the target of applications for the Seasonal Ranger Program intake, to be from an intersectional background. Year 2: Develop an organisational target for increased intersectionality. Year 4: Implement the target.	Workforce Gender Audit GEA Working Group	Data Measuring & acting on data findings Opportunities Creating & promoting opportunities
Acknowledgement and recognition of Parks Victoria's 70:20:10 learning and development model.	People Leaders	Year 3	Increased participation in learning and development.	Workforce Gender Audit GEA Working Group	Opportunities Creating & promoting opportunities

Gender Equality Indicator: Gendered work segregation

What does the data show?

Bulk recruitment programs, such as our Seasonal Ranger Program, tend to have a strong response from women applicants. This can lead to an assumption that only women can undertake particular activities, once employed, such as delivery of the Junior Ranger Program.

of all employees are under the age of 55 years.

Action	Responsible person	Timeframe	Measure	Source reference	Pillar
Review internal and external documentation, communications, websites and media to ensure an intersectional lens is applied and unintended stereotypes are not included.	Executive Director, Marketing and Communications	Year 2	Reviewed communications are recorded as being completed.	D&I Leadership Group People Matter Survey	Culture A safe, empowered & diverse culture
Determine relevant qualification, experience and skills for each Position Description, as a template.	Executive Management Team	Year 2	The template has been developed and launched.	D&I Leadership Group GEA Working Group People Matter Survey	Opportunities
Undertake a review of e-learning modules, for appropriate imagery and gender-neutral language.	Module owners	Year 2	Existing modules have been identified, reviewed and relaunched.	D&I Leadership Group GEA Working Group People Matter Survey	Culture A safe, empowered & diverse culture
Review Position Descriptions to ensure there is gender neutral language and expectations.	People Leaders	Year 4	People Leaders have completed the review and implemented the revised Position Descriptions.	D&I Leadership Group People Matter Survey	Opportunities

Gender Equality Indicator: Leave and flexibility

What does the data show?

During the WGA data collection period, more men took parental leave than women. However, women spent a much longer amount of time on leave than men did. On average, women took 17.8 weeks of parental leave either paid or unpaid. Men on the other hand took on average 1.5 weeks of parental leave. Similarly, more men took carer's leave than women with 397 men taking carer's leave during the FY and 229 women – 44% of all men in Parks Victoria and 40% of all women.





40% of all women took carers leave and 49% of all men took carers leave during FY20-21

Action	Responsible person	Timeframe	Measure	Source reference	
Review travel requirements and promote the ability to connect using technology and through hybrid working arrangements.	Executive Management Team	Year 1	Reduction in travel and accommodation expenses, without impacting on people's ability to participate in meetings, training and events.	D&I Leadership Group People Matter Survey	Opportunities
Promote the variety of leave options and balances available for all genders, under the Enterprise Agreement 2021.	Director, People and Culture	Year 1	Reduction in unpaid leave being taken, for caring responsibilities.	Workforce Gender Audit GEA Working Group	Opportunities Creating & promoting opportunities Culture A safe, empowered & diverse culture

Provide ongoing resources to assist People Leaders have flexible work conversations with their employees.	Director, People and Culture	Year 2	Participation from People Leaders, in the Leadership Development Program. A decrease in employee complaints regarding unfair treatment /	D&I Leadership Group People Matter Survey	Opportunities - \(\bar{\overline{Q}} \)
			employment conditions.		Creating & promoting opportunities
A clear flexible work approach is developed and communicated, to ensure consistency	Executive Management	Year 2	A commitment regarding flexible work, has been communicated and	Workforce Gender Audit	Opportunities
with the GEA data collation template and	Team		reinforced.		- <u>@</u> -
consistency of messaging to employees.				GEA Working Group	
					Creating & promoting opportunities
					Culture
					A safe, empowered &
					diverse culture
Implement a Transition to Retirement program for targeted employees (aged	Director, People and Culture	Year 3	Interested employees have completed the program.	People Matter Survey	Opportunities
45+).			Succession planning is implemented.	GEA Working Group	- <u>Ö</u> -
			Succession planning is implemented.		Constitut & supposition
					Creating & promoting opportunities
Implement a Menopause Friendly Workplace Program.	Director, People and Culture	Year 3	Interested employees have completed the program.	People Matter Survey	Experience
			Training has been delivered to	GEA Working Group	o,
			managers.		Understanding & sharing experiences
					Culture
					Ť
					A safe, empowered & diverse culture

Glossary

Defined entities	The Act applies to certain organisations that have 50 or more employees, including: public service bodies, public entities, special bodies, local councils, universities, Court Services Victoria and the Office of Public Prosecutions.
Employee	An employee, of a defined entity, means a person employed by the defined entity on a full-time, part-time, casual or fixed term basis (including an apprentice or trainee) but does not include: a contractor or subcontractor; an outworker; a person on a vocational placement; a student gaining work experience; or a volunteer.
Employee representative	A body who represents and speaks officially on behalf of an employee or group of employees. This is commonly a trade union but may include other bodies.
Family	The use of the term 'family' or 'families' is all encompassing. It acknowledges the variety of relationships and structures that can make up family units and kinship networks, and the range of ways family violence can be experienced, including through family-like or carer relationships and other interpersonal relationships, and across all genders and sexualities.
Family violence	The Victorian Family Violence Protection Act 2008 defines family violence as: '(a) behaviour that is physically, sexually, emotionally, psychologically or economically abusive; threatening or coercive; or in any other way controls or dominates the family member and causes them to feel fear for the safety or wellbeing of that family member or another person; or (b) behaviour by a person that causes a child to hear or witness, or otherwise be exposed to the effects of, behaviour referred to in paragraph (a)'.
Gender	Refers to the socially constructed roles, behaviours and attributes that society considers appropriate for women and men. Unlike the biological characteristics and differences between women and men known as sex, gender roles are socially learnt, differ among cultures, and change over time.
Gender identity	Refers to how people feel about themselves in relation to their biological sex and society's expectations of the behaviours and roles as a male or female.
Gender expression	Refers to how people present themselves to the world and how they express their masculine and feminine qualities to communicate their gender outwardly.
Gender equality	As defined in Victoria's Gender Equality Plan, gender equality is "the equal rights, responsibilities and opportunities of women, men, trans and gender diverse people. Equality does not mean that women, men, trans and gender diverse people will become the same, but that their rights, responsibilities and opportunities will not depend on their gender."
Gender equity	The process of delivering on fairness to women and men. The concept recognises that within all communities, women and men have different benefits, access to power, resources and responsibilities. It takes into consideration the differences in women's and men's lives and recognises that different approaches to achieving gender equity may be needed to produce outcomes that are fair. In other words, strategies and measures must be available to compensate for women's historical and social disadvantages and ensure that women are living and participating on an equal basis. Gender equity leads to gender equality.

Gender Impact Assessments (GIAs)	A defined entity must undertake a gender impact assessment (GIA) when developing or reviewing any policy of, or program or service provided by, the entity that has a direct and significant impact on the public.
	The GIA is a template document that provides prompts and questions, to determine whether a gender lens and intersectional lens has been applied.
Gender pay gap	The Gender pay gap is derived as the difference between women's and men's average weekly full-time equivalent earnings, expressed as a percentage of men's earnings.
Governing body	The governing body is responsible for strategic oversight and financial management of an organisation. This could be a board, council, or committee of management.
Intersectionality	The concept of intersectional disadvantage or discrimination is sometimes called intersectionality.
	Intersectionality explains how people may experience overlapping forms of discrimination or disadvantage based on social characteristics such as (but not limited to) sex, gender identity, sexual orientation, ethnicity, language, religion, class, socioeconomic status, gender identity, ability or age.
Intersectional gender inequality	Section 6(8) of the Act outlines that gender inequality may be compounded by other forms of disadvantage or discrimination that a person may experience based on Aboriginality, age, disability, ethnicity, gender identity, race, religion, sexual orientation and other attributes. The Commission refers to this concept as "intersectional gender inequality".
People Matter Survey	The People Matter Survey is an independent employee opinion survey run by the Victorian Public Sector Commission.
Personal information	Under the Gender Equality Act 2020, defined entities have important privacy obligations: to remove any personal information from their GEAPs or progress reports , when submitting any material that is likely to be published, to advise the Commissioner whether the material contains any personal information.
	Personal information is defined in the Privacy and Data Protection Act 2014. It means information about an individual whose identity is apparent, or can reasonably be ascertained, from the information.
Senior leaders	Senior leaders are executive employees who have the responsibility to provide leadership and strategic direction for the organisation as a whole.
Sex	Sex refers to a person's biological characteristics. A person's sex is usually described as being male or female. Some people may not be exclusively male or female, or may not identify with either category.
Sex disaggregated data	Data that is collected and presented separately for men, women and gender diverse.
Victim-centric approach	From the Australian Human Rights Commission, Respect@Work: Sexual Harassment National Inquiry Report (2020) 679–80.) A victim-centric approach gives priority to the victim-survivor's wishes, safety, and wellbeing in all matters and procedures. This ensures the compassionate and sensitive responses to complaints in a non-judgmental manner. It tries to ensure the complainant is engaged in the process, while seeking to minimise any re-traumatisation.
Workforce Gender Audit (WGA)	The Gender Equality Act requires defined entities to undertake a Workforce Gender Audit and regularly collect and report data on gender equality in the workplace. The WGA data helps to show where gender inequality persists. The results of the WGA are used to create the GEAP.

Appendix 1: Workforce Gender Audit (WGA)

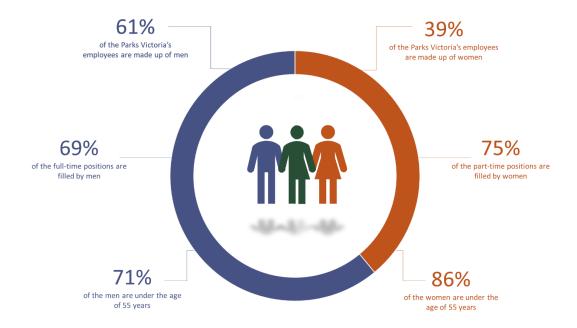
Parks Victoria confirms that the data included in the WGA, has been de-identified. The privacy and confidentiality of the workforce has been maintained throughout the WGA process, including when publishing data as part of the GEA requirements.

The employee experience data has come from the People Matter Survey results.

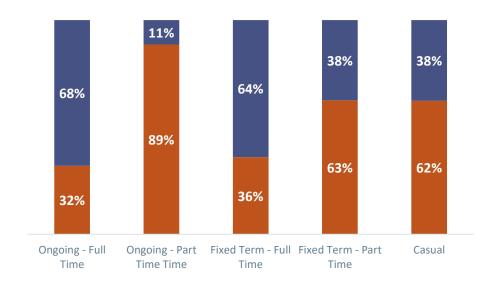
Indicator: Gender composition of the workforce

WGA data

Overall gender composition of the workforce



Overall gender composition of the workforce, by employment basis (full time, part time and casual)



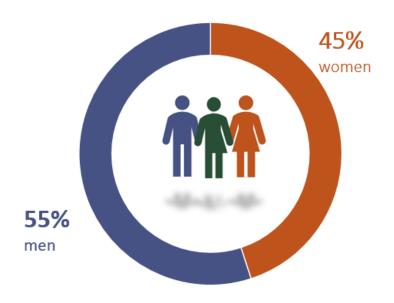
Employee experience data

	% men agree + strongly agree	% women agree + strongly agree
There is a positive culture within my organisation in relation to employees of different sexes/genders	80%	80%
There is a positive culture within my organisation in relation to employees who are Aboriginal and/or Torres Strait Islander	83%	81%
There is a positive culture within my organisation in relation to employees from varied cultural backgrounds	77%	74%
There is a positive culture within my organisation in relation to employees of different age groups	64%	68%
There is a positive culture within my organisation in relation to employees who identify as LGBTIQ	71%	77%
There is a positive culture within my organisation in relation to employees with disability	57%	48%

Indicator: Gender composition of the governing body

WGA data

Gender composition of the governing body



Indicator: Pay equity

WGA data

Overall organisational gender pay gaps:

Median Pay

The median annual salary for women is 1.6% greater than men.





The median total remuneration earnings for men is 5.8% more than women.

Mean Pay

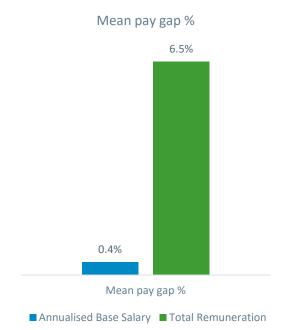
Women earn on average 0.4% less than men in their annual salary.



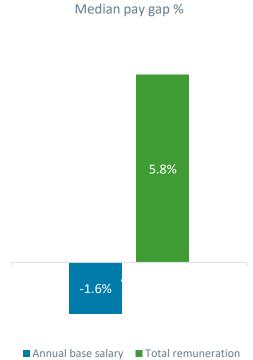


Men's average total renumeration earnings is 6.5% more than women's in FY20-21

Median base salary gap



Median total remuneration gap



Indicator: Sexual harassment

WGA data

Number of formal sexual harassment complaints made

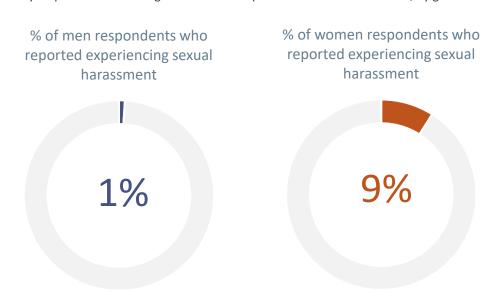
3 formal complaints from women reporting they were subject to sexual harassment from men



Employee experience data

	% men agree + strongly agree	% women agree + strongly agree
My organisation encourages respectful workplace behaviours	88%	88%
My organisation takes steps to eliminate bullying, harassment and discrimination	76%	79%
I feel safe to challenge inappropriate behaviour at work	76%	68%

Percentage of survey respondents in the organisation who experienced sexual harassment, by gender:



Indicator: Recruitment and promotion

WGA data

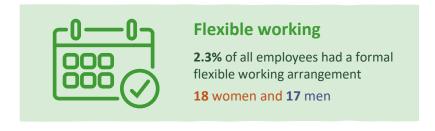
Employee experience data

	% men agree + strongly agree	% women agree + strongly agree
Age is not a barrier to success in my organisation	57%	65%
Being Aboriginal and/or Torres Strait Islander is not a barrier to success		71%
in my organisation	77%	
Cultural background is not a barrier to success in my organisation	73%	70%
Disability is not a barrier to success in my organisation	53%	42%
Gender is not a barrier to success in my organisation	70%	69%
I feel I have an equal chance at promotion in my organisation	51%	50%
My organisation makes fair recruitment and promotion decisions, based on merit	52%	60%
Sexual orientation is not a barrier to success in my organisation	74%	77%

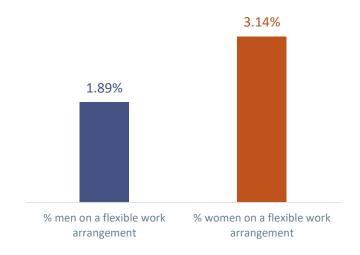
Indicator: Leave and flexibility

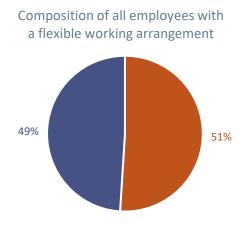
WGA data

Proportion of the workforce using formal flexible working arrangements

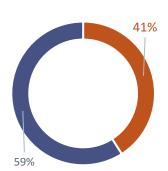


Proportion of the workforce using formal flexible working arrangements, by gender





Gender composition of people in the organisation who have taken parental leave



More men took parental leave than women, but women took more time on parental leave



Parental Leave







Number of people who exited the organisation during parental leave, by gender



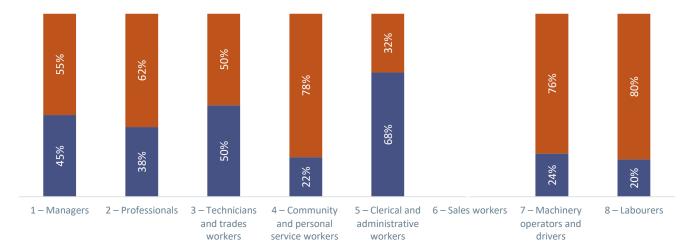
Employee experience data

Employee experience data	% men agree +	% women agree +
	strongly agree	strongly agree
My organisation would support me if I needed to take family violence leave	78%	84%
Having caring responsibilities is not a barrier to success in my organisation	66%	60%
Having family responsibilities is not a barrier to success in my organisation	70%	62%
I am confident that if I requested a flexible work arrangement, it would be given due consideration	88%	88%
I have the flexibility I need to manage my work and non-work activities and responsibilities	79%	80%
My organisation supports employees with family or other caring responsibilities, regardless of gender	86%	87%
Using flexible work arrangements is not a barrier to success in my organisation	69%	61%

Indicator: Gendered segregation

WGA data

Gender composition of ANZSCO code major groups in the organisation:



Employee experience data

Employee experience data	% men agree + strongly agree	% women agree + strongly agree
In my workgroup work is allocated fairly, regardless of gender	86%	89%
My organisation uses inclusive and respectful images and language	85%	88%

