| **WWSC Document Review** |  |
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| Project Status/Due | April 2022 Council Meeting |
| CONSULTATION: Are both men and women, including those from diverse backgrounds, consulted during the planning process? Is there balance? | No consultation undertaken – policy review |
| DATA: Is data collected and broken down by gender, to identify gaps/differences and inform planning? | No data is currently collected. |
| BUDGET: Have you conducted a gendered assessment of the funding proposal/program budget to ensure funds will benefit people of all genders equitably? | Not applicable to this policy |
| SAFETY: Have the safety needs of women and men been incorporated into the planning process? (Examples - Car parking, Lighting, Time of day of services and activities) | Not applicable to this policy |
| ACCESS: Have barriers to participation for women been considered and procedures put in place to enable women to participate? (Examples: Child care available to all people regardless of gender identity, Time of day) | Yes |
| MESSAGING: Are ‘gender equity’ and ‘prevention of violence against women’ messages included in the program where appropriate? | Yes |
| GENDER BALANCE: Is there gender balance among program managers/participants/reference group? | Policy applies to all members of the organisation regardless of gender |
| GENDER STEREOTYPES: Have program staff challenged assumptions and gender stereotypes associated with the program area? (Eg – who is bringing in catering/cleaning up/taking notes) | Not applicable to this policy |
| LANGUAGE: If needed, does the program include clear agreements about language and behaviour that is considered unacceptable? (Examples - sexism, discrimination or harassment) | Council communication only includes acceptable language |
| MARKETING: Do communications and marketing materials about the program depict diversity in terms of gender, cultural background, and ability; and challenge traditional stereotypes? (Examples: Are a diverse range of people represented in materials? Do images challenge traditional gender roles?) | N/A |
| MONITORING: Are there mechanisms in place to monitor gender balance and opportunities available to rectify this where needed? | N/A |

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| DATA COLLECTION: Is evaluation data collected in a way that enables it to be separated by sex, cultural background, age and ability? | No data is currently collected. When data is collected in future, it will be collected in this way. |
| ANALYSIS: Is data analysed as a total, as well as by sex, to highlight any differences that might be linked to gender? Where there are differences, is analysis undertaken to explore potential causes – cultural norms, physical barriers, unconscious expectations etc; so these can be addressed? | No data is currently collected and analysed. When data is collected in future, it will be collected and analysed in this way. |
| REPORTING: Are participation rates always separated by sex? Does the report demonstrate a commitment to achieving gender balance and equality, highlighting key findings from the gendered analysis? | No participation data is currently collected. When data is collected in future, it will be collected in this way. |
| RECOMMENDATIONS: Are recommendations/learnings included to ensure future projects/programs improve the way they achieve gender balance, equity and diversity? | No data is currently collected. When data is collected in future, it will be collected in this way. |