

# **Moyne Health Services Gender Equality Action Plan 2021 to 2025**

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## Message from the Board Chair and Chief Executive Officer

We are pleased to present Moyne Health Services first Gender Equality Action Plan.

The Gender Equality Act was passed through the Victorian Parliament in February 2020, and came into effect on 31<sup>st</sup> March 2021. Defined entities are required to develop and implement a Gender Equality Action Plan, which will support the implementation of effective change to foster workplace gender equality.

Moyne Health Services provides a wide range of health services to the local community. Due to Moyne's geographical location and population demographics, there currently exist diversity in the socioeconomic status across the community, which can in turn, propel gender inequalities. Moyne Health Services is committed to fostering a work environment which is free from discrimination and bias, and drives a culture where each employee is able to access and enjoy equal rewards, resources and opportunities, regardless of gender.

The Moyne Health Services Gender Equality Action Plan, includes a range of organisational contextualised initiatives, underpinned by the gender equality principles of the Act, which will progress gender equality across the different layers of the organisation, eliminate barriers and frame the value of having a gender equality imbedded across the health service.

In order to achieve the objectives in this Gender Equality Action Plan, it has been developed in consultation with our employees, consumers and other key stakeholders, to ensure there are meaningful objectives and a clear pathway for Moyne Health Services to work towards improving gender equality over the next four years. Importantly, the Gender Equality Action Plan is underpinned by Moyne Health Services values CARE – Collaboration, Accountability, Respect, Excellence.

Brain Densem

Board Chair

Katharina Redford

Interim CEO

## Moyne Health Services Commitment

A Gender Equality lens is important in creating a work environment, which supports every employee equally. Essentially, every employee should have access to the same rewards, resources and opportunities, regardless of gender or differences.

Moyne Health Services recognises the value of imbedding the principles of the *Gender Equality Act 2020*, within the fabric of the Health Service. Moyne Health Services is committed to creating a culture which is inclusive, recognises the value of having diversity among our employees and community and empowers our staff to call out gender inequity.

The benefits of this framework will create a healthier community, a more inclusive community and a more educated community, about gender inequality and intersectional gender inequality.

Moyne Health Services Gender Equality Action Plan is based around the objects of the Act<sup>i</sup>, which include:

- promote, encourage and facilitate the achievement of gender equality and improvement in the status of women
- support the identification and elimination of systemic causes of gender inequality in policy, programs and delivery of services in workplaces and communities
- recognise that 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
- redress disadvantage, address stigma, stereotyping, prejudice and violence, and accommodate persons of different genders by way of structural change
- enhance economic and social participation by persons of different genders
- further promote the right to equality set out in the Charter of Human Rights and Responsibilities and the Convention on the Elimination of All Forms of Discrimination against Women.

Through the implementation of our Gender Equality Action Plan (GEAP) over the next four years, we will work towards developing a mature and inclusive health service, which values diversity and fairness among everyone who accesses the health service, from consumer to employee.

To avoid developing the Gender Equality Action Plan in isolation, significant consideration has been given to how the Gender Equality Action Plan can support Moyne Health Services other strategic action plans and initiatives.

These include, but are not limited to:

- Reconciliation Action Plan (RAP)
- Diversity and Inclusion Framework
- Statement of Priorities

## Moyne Health Services Case for Change

Moyne Health Services is located in the regional area of South West Victoria. Additionally, there are challenges for the community, such as, lack of access to public transport, social isolation and inequality in the socioeconomic status across the community<sup>ii</sup>. Essentially, these elements can propel gender inequality<sup>iii</sup>. Critically, every community member has the right to live in a safe and equal society.

Developing our employees' understanding of what gender inequality can look like and involving them in the creation and implementation of the Gender Equality Action Plan, will assist in breaking down historical stigmas around what has been seen as acceptable actions, behaviours or words, towards women and intersectional gendered people. Accordingly, by taking this approach Moyne Health Services will foster an environment which is inclusive, fair and embracing.

When the Gender Equality Action Plan was being developed, a strong focus was on the plan being underpinned by the Gender Equality Principles, set out within the *Gender Equality Act 2020*, section 6. From this approach the benefits for the organisation will include:

Criteria	Benefits
Increased organisational performance	More effective service delivery, to clients and consumers Growth of the number and variety of services offered
Consumers	Personalised care, which meets their needs Compliance with the Aged Care Quality Standards
Recruitment	Employer of choice, in a competitive market place Employing and retaining talented employees, with diverse backgrounds
Organisational Agility	Creative solutions to accommodate employees with caring responsibilities Increased responsiveness to rapid change Normalisation of varied work patterns
Lateral Organisational thinking	Increased staff satisfaction Forward focused and forward moving organisation Increased risk mitigation of gender inequalities

Moreover, the emergence of COVID 19, has seen a change in what people want for themselves and their family. Accordingly, this has resulted in migration of people from larger cities to regional areas<sup>iv</sup>. Potentially, in our community we will see an increase in gender and intersectional gender diversity.

## Key Terms and Definitions

In the development of the Gender Equality Action Plan and developing an inclusive workplace, the following terms and definitions<sup>v</sup> are provided to support awareness and learning.

Term	Definition
Gender Equality	Equality of rights, opportunities, responsibilities and outcomes between persons of different genders
Gender Equity	The process to achieve gender equality. The concept recognises that people may have different needs and power related to their gender and that these differences should be identified and addressed in a manner that rectifies gender related imbalances
Gender	Part of a person's social and personal identity. It refers to each person's deeply felt internal and individual identity, and the way a person presents and is recognised within the community
Intersectionality	Refers to the ways in which different aspects of a person's identity can expose them to overlapping forms of discrimination and marginalisation e.g. gender, Aboriginality, sexual orientation, ability, race
Diversity	The practice or quality of including or involving people from a range of different social and ethnic backgrounds and of different genders, sexual orientations etc

## Data Collection

Prior to developing the Gender Equality Action Plan, Moyne Health Services undertook a Workplace Gender Audit. A summary of the audit can be found in Appendix 1. The audit data was collected from the following sources:

- VPSC People Matter Survey 2021
- HR system – Chris 21
- Consumer and employee feedback
- Payroll system

Barriers to capturing the required data, included:

- An external Health Service manages Moyne Health Services employees payroll and employee information
- Current systems are not designed to capture the required data
- Systems are not designed to capture intersectional gender data
- Difficult to conduct data mining, with the current systems

## Consultation

Consultation and feedback was a major component in the development of the Gender Equality Action Plan, in order for the plan to be contextualised to Moyne Health Services.

Consultation was conducted in a variety of ways, to maximise employee engagement in the development of the plan.

An organisational wide anonymous staff survey was conducted, where employees were asked had they observed gender inequality and their suggestions for improving gender equality across the organisation.

Gender Equality was included as an agenda item, in staff meetings and in tool box sessions.

The Senior Managers and General Managers were consulted through the morning tool box meetings. The Board of Directors have also been asked for feedback.

The item was included in the residents meetings, for their input, as well as being included in the monthly newsletter which is sent to family members and representatives.

Moyne Health Services reached out to the relevant unions for their input, which could be used to inform the development of the action plan.

## Leadership and Resourcing Moyne Health Services Gender Equality Action Plan

Leadership – Moyne Health Services has imbedded the Gender Equality Action Plan, within the People and Culture Department. However, the General Managers, Departmental Managers, Chief Executive Officer and the Board of Directors all have a critical leadership role in bringing the Gender Equality Action Plan to life within Moyne Health Services. The governance of the plan will sit with the CEO and General Manager's team and the actions and results will be feed both vertically and horizontally throughout the organisation.

Resourcing – Moyne Health Services is a part of a wider Gender Equality, Barwon based resource group. No additional FTE allowance, has been made locally.

## Moyne Health Services Gender Equality Action Plan 2021-2025

Moyne Health Services Gender Equality Action Plan can be found in Appendix 2.

The Gender Equality Action Plan includes objectives and key actions to make progress towards improving gender equality, related to each of the seven Gender Equality Indicators (GEI), as described by the Commission<sup>vi</sup>:

1. Gender Composition of the workforce
2. Gender composition of the governing body
3. Gender pay equity
4. Workplace sexual harassment
5. Recruitment and promotion
6. Leave and flexibility
7. Gendered workforce segregation

## Measuring Progress

Progress of each key strategy and measure will be tabled quarterly at the CEO and General Managers meeting.

The board and staff shall be reported to, annually or as required.



## Appendix 1 – Moyne Health Services Gender Equality Workplace Audit Infographic

### Total Staff

93% of our staff were women  
7% of our staff were men



### Governing Body

The Moyne Health Services Board was comprised of 50% men and 50% women



■ Men ■ Women

### Parental Leave

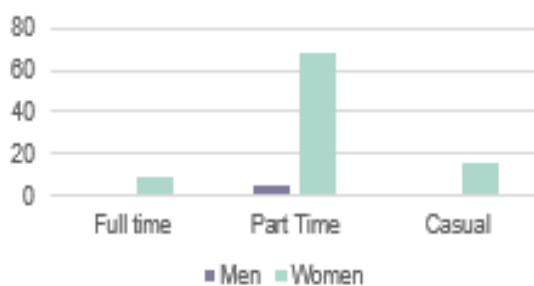
Between 1<sup>st</sup> July 2020 – 30<sup>th</sup> June 2021  
.93% of female employees took parental leave



### Gender Composition by employment status

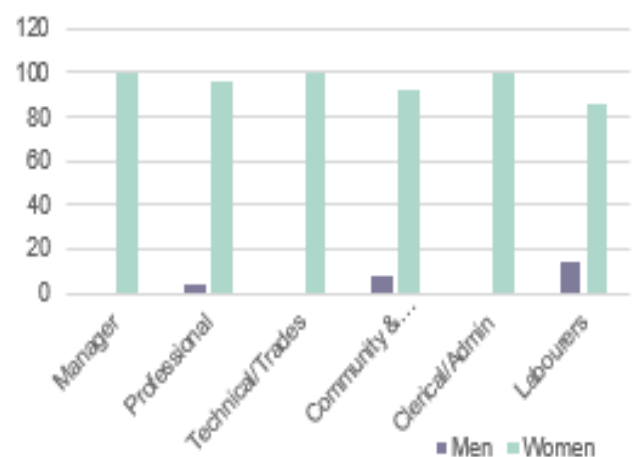
93% of our staff were women  
7% of our staff were men

#### Gender Composition



### Gendered Segregation

Gender composition of ANZSCO code major groups, in the organization





**Gender Pay Gap**

Overall gender median pay gap was - 3.1%  
Best practice suggest pay gaps are within +/- 4%  
Pay gap is in favor of women.

5% of Employees stated they experienced workplace sexual harassment.

No Formal Complaints lodged




**Access to Flexible Working Arrangements**



People Matter Survey Questions	Agree
My organization encourages respectful workplace behaviors	67%
Diversity and inclusion within the workplace	67%

Recruitment and Promotion	Agree
Age is not a barrier to success in my organization	75%
Gender is not a barrier to success in my organization	71%
Sexual orientation is not a barrier to success in my organization	76%
Cultural background is not a barrier to success in my organization	80%
Being Aboriginal and/or Torres Strait Islander is not a barrier to success in my organization	74%
In my workgroup, work is allocated fairly, regardless of gender	75%
My organization would support me if I needed to take family violence leave	71%
My organization encourages employees to act in ways that are consistent with human rights	70%
My organization makes fair recruitment and promotion decisions, based on merit	42%



## Appendix 2 – Moyne Health Services Gender Equality Action Plan

### Gender Equality Indicators (GEI)

1. Gender Composition of the workforce
2. Gender composition of the governing body
3. Gender pay equity
4. Workplace sexual harassment
5. Recruitment and promotion
6. Leave and flexibility
7. Gendered workforce segregation

Objective	GEI	Key Actions	Measure	Barriers	Responsible	Timeframe
Introduce gender appropriate language into internal and outward facing documents	1,5	<ol style="list-style-type: none"> <li>1. Identify relevant documents</li> <li>2. Provide education to relevant staff</li> </ol>	Document language to be reviewed by December 2023		Managers and delegates	December 2023
Review processes to ensure pay parity	3,5	<ol style="list-style-type: none"> <li>1. Review identified data for gender pay gaps</li> <li>2. As required, introduce adjustment to improve pay parity</li> </ol>	Improved pay parity	? Unable to complete internally, due to external payroll systems	GMPC CEO	July 2023
Gender composition of the workforce	1,2,7	<ol style="list-style-type: none"> <li>1. Review gender composition of work force</li> <li>2. Ensure interview panels are gender balanced</li> </ol>	Six (6) monthly review	Gender balance not always able to be achieved, due to low number of males employed	GMPC	October 2022 July 2023
Maintain 50/50 gender composition of the Board	2	<ol style="list-style-type: none"> <li>1. The Board Governance charter, promotes Gender Equality through policies and procedures relating to recruitment and Board selection</li> </ol>	50/50 composition maintained	Gender of applicants which apply for Board positions. Managed by external consultant	Board Chair and Recruitment Committee	

Objective	GEI	Key Actions	Measure	Barriers	Responsible	Timeframe
Promote Neutral Language, which is inclusive for staff of all genders and diverse backgrounds	1,5,6	<ol style="list-style-type: none"> <li>1. Pronoun project – LGBTQIA+</li> <li>2. Internal communication to include neutral language</li> <li>3. Conduct an awareness campaign for staff</li> </ol>	Audit internal communication Awareness campaign		GMPC	November 2022
Increase organisational awareness of family violence	6	<ol style="list-style-type: none"> <li>1. Review associated policies</li> <li>2. Reinvigorate the MARAM project</li> <li>3. Train additional contact officers</li> <li>4. Staff to complete GROW modules</li> <li>5. Include in Staff Forums</li> </ol>	Policies reviewed April 2022 ✓ 2 additional contact officers trained	Staff not completing GROW modules	GMPC	September 2022
Review recruitment and promotion practices to ensure fair and equitable recruitment and recruitment	1,5,7	<ol style="list-style-type: none"> <li>1. Review recruitment and promotion processes e.g. review language in PD's, images used in advertisement</li> <li>2. Provide education to staff conducting interviews e.g. appropriate questions</li> </ol>	Interview questions are developed in consultation with the People and Culture Department		GMPC	April 2023
Ensure leadership and career development training opportunities are accessible to all staff regardless of gender	1,5	<ol style="list-style-type: none"> <li>1. Continue to promote career development training opportunities to all staff, regardless of gender or employment status</li> <li>2. Encourage staff to apply for the Hilary Hamilton, education grant</li> <li>3. Continue to develop training plans for non-clinical staff</li> </ol>	All staff receive training opportunities Managers provide allowance for staff to attend training opportunities Promote the Hilary Hamilton grant	Not all staff check their email Staff accessibility to computers	HD JK	March 2024
Promote a culture of fairness and respect and staff able to report sexual harassment and discrimination	4	<ol style="list-style-type: none"> <li>1. Review People Matter Survey results</li> <li>2. Work with Senior Leaders to understand what is sexual harassment and discrimination</li> </ol>	2022 People Matter Survey results		All Managers	July 2023

Objective	GEI	Key Actions	Measure	Barriers	Responsible	Timeframe
Improve flexible workplace practices	6	1. Review and update Flexible Working Policy 2. Promote flexible working arrangements	Data on the use of flexible working arrangements		All Managers	July 2023

## Reference List

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- <sup>i</sup> [Legislation.vic.gov.au/as-made/acts/gender-equality-act-2020](https://legislation.vic.gov.au/as-made/acts/gender-equality-act-2020)
  - <sup>ii</sup> [20210331-Moyne-Community-Profile\\_Final\\_External](#)
  - <sup>iii</sup> [www.vic.gov.au/gender-inequality-affects-everyone](https://www.vic.gov.au/gender-inequality-affects-everyone)
  - <sup>iv</sup> [Abc.net.au/news/2022-02-18/migration-from-cities-to-regional-areas-double-during-covid](https://abc.net.au/news/2022-02-18/migration-from-cities-to-regional-areas-double-during-covid)
  - <sup>v</sup> [wgea.gov.au/gender-equality-and-diversity](https://wgea.gov.au/gender-equality-and-diversity)
  - <sup>vi</sup> [www.genderequalitycommission.vic.gov.au](https://www.genderequalitycommission.vic.gov.au)