

# 2023 Progress report compliance outcome report

South West Institute of TAFE

## Introduction

Gender equality will be achieved when women, men and gender diverse people can access and enjoy equal resources and opportunities regardless of gender. As a duty holder under the Equal Opportunity Act 2020 (the Act), you play a key role in progressing gender equality in Victoria.

Your organisation must publicly report on your progress towards workplace gender equality every two years. Reporting on progress ensures that organisations covered by the Act are meeting their obligations.

In February 2024, you were required to:

- complete a **progress audit** to collect, compare, and submit information about workplace gender equality in your organisation
- submit a **progress report**, drawing on your audit data and other information, to demonstrate whether your actions are achieving positive change towards workplace gender equality.

## This report

This report provides feedback following review of your 2023 progress report for compliance with your organisation's obligations under the [Gender Equality Act 2020 \(Vic\)](#) (the Act) and the [Gender Equality Amendment Regulations 2023](#) (the Regulations).

To assess your progress report, the Public Sector Gender Equality Commissioner (Commissioner), Dr Niki Vincent, has conducted a rigorous, multistage review of your submission, including supporting documents (where uploaded).

The review of all submitted progress reports has focused on assessing compliance with the Act, the Regulations, and the [Progress reporting guidance 2023](#). The information provided in this feedback report is specific to your organisation. Our review of your progress report is presented in the 'findings' section below.

## Outcome

The Commissioner has found that the requirements under the Act and the Regulations have been met. **This means your progress report is compliant.**

Your work under the Gender Equality Act 2020 contributes to building a gender-equal Victoria for everyone.

## What do you need to do?

**Your progress report is now marked with a status of 'final' on the reporting platform.**

When you publish your progress report on your organisation's website, you might want to change the format or style of the progress report to make it easier to read. If you do, you need to follow these guidelines:

- You must include all the 'required' sections in any reformatted or styled version of the progress report. This includes your reporting on gender impact assessments, strategies and measures, and the workplace gender equality indicators.
- It is strongly encouraged to also include the 'recommended' sections of the progress report, where you have completed these.

We will be publishing all progress reports on the Insights Portal. **You must also publish your progress report on your website as required by the Act.**



## Findings

The Commission has examined your progress report to determine if it is compliant with the requirements under the Act and Regulations. These findings identify which sections of your progress report are compliant or did not demonstrate compliance, and provide links to further information.

**Table one**, below, lists the key measures used to assess your progress report. The table has the following columns:

- **Key measure** shows the key sections of your progress report.
- **Criterion** explains each of the criteria used to determine compliance.
- **Criterion ID** provides a link to:
  - further information about the requirements to meet compliance for each criterion
  - guidance about how to meet these requirements.
- **Assessment outcome** provides the result of your assessment against each criterion. This column shows which criteria have been met and contributes to your compliance outcome.
- **Compliance outcome** provides the result of your assessment against each key measure. This column shows which sections of your progress report are compliant or did not demonstrate compliance.

**Table two**, below, provides a detailed breakdown of your assessment outcome for each workplace gender equality indicator.

**Table 1: Assessment outcome against the key measures**

Key measure	Criterion	Criterion ID	Assessment outcome	Compliance Outcome
GIA (sheet 1)	The progress report identifies each policy, program or service subject to the GIA (columns B-E).	<a href="#">M1.1</a>	Yes	Compliant
	<b>AND</b> For each GIA reported, the progress report confirms if actions were taken in response to section 9(2)(b) (column F).	<a href="#">M1.2</a>	Yes	
	<b>AND</b> For each GIA reported, the progress report describes these actions taken in response to section 9(2)(b) (column G).	<a href="#">M1.3</a>	Yes	
	<b>OR</b> The progress report does not identify any GIAs and provides permitted reason for doing so.	<a href="#">M1.4</a>	No	
GEAP (sheet 2.1, unless otherwise stated)	The progress report lists the defined entity's strategies and measures (column B).	<a href="#">M2.1</a>	Yes	Compliant
	<b>AND</b> The progress report assigns a status (complete, in progress, ongoing, not started, or void) for each listed strategy or measure (column C).	<a href="#">M2.2</a>	Yes	
	<b>AND</b> The progress report describes the defined entity's progress in implementing each strategy or measure (column D), including: <ul style="list-style-type: none"> <li>• why the corresponding status was selected, and</li> <li>• whether the status indicates a delay or change from what was planned in the GEAP, and if so, why.</li> </ul>	<a href="#">M2.3</a>	Yes	
Workplace Gender Equality Indicators (sheet 3)	A compliant progress audit was submitted.	<a href="#">M3.1</a>	Yes	Compliant
	<b>AND</b> The progress report indicates whether progress has been made in relation to each of the workplace gender equality indicators (column C).	<a href="#">M3.2</a>	Yes	
	<b>AND</b> The progress report demonstrates quantitative progress in relation to each workplace gender equality indicator and has adequately explained why changes in the data represent progress against each indicator (column D). See next page for further detail.	<a href="#">M3.3</a>	No	



Key measure	Criterion	Criterion ID	Assessment outcome	Compliance Outcome
	<b>OR</b> The progress report does not demonstrate quantitative progress in relation to every workplace gender equality indicator. However, it adequately explains for each indicator why changes in the data do or do not represent progress. For any indicator where quantitative progress has not been made, the progress report adequately explains how the defined entity made genuine attempts to drive progress and/or the factors that inhibited progress (column D; Optional: columns E-L). See next page for further detail.	M3.4	Yes	
Document format	The progress report is submitted in the correct format, as required by the <a href="#">Gender Equality Amendment Regulations 2023</a> and outlined in the <a href="#">progress reporting guidance 2023</a> .	M4	Yes	Compliant

**Table 2: Assessment outcome on making reasonable and material progress on the workplace gender equality indicators**

Indicator number	Indicator title	Assessment outcome
1	Gender composition of governing bodies	Provided acceptable reasons for lack of progress
2	Gender composition of all levels of the workforce	Provided acceptable reasons for lack of progress
3	Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender	Progress clearly demonstrated
4	Sexual harassment in the workplace	Provided acceptable reasons for lack of progress
5	Recruitment and promotion practices in the workplace	Provided acceptable reasons for lack of progress
6	Availability and utilisation of terms, conditions and practices relating to: family violence leave, flexible working arrangements, and working arrangements supporting employees with family or caring responsibilities	Provided acceptable reasons for lack of progress
7	Gendered segregation within the workplace	Progress clearly demonstrated



### What makes an assessment on the indicators compliant?

- ✓ Selected 'yes' or 'no' for progress (column c of the progress reporting template)
- ✓ Provided enough data to explain why you have or have not made progress (column d of the progress reporting template)
- ✓ Clearly described your progress or provided acceptable reasons for lack of progress (column d of the progress reporting template)

To find more information about what is required to meet compliance for the indicators, please click [here](#). You will also find guidance on how to address the finding in your next progress report.

If you have any questions about this report, please contact [enquiries@genderequalitycommission.vic.gov.au](mailto:enquiries@genderequalitycommission.vic.gov.au).