



Safe Transport Victoria

Gender Equality Action Plan 2024-2025

**Fostering an environment
where every individual,
regardless of gender,
feels valued, respected,
and empowered to thrive.**

Safe Transport Victoria acknowledges the Traditional Owners of the land where we work and live. We pay our respects to Elders past, present and emerging. We celebrate the stories, culture and traditions of Aboriginal and Torres Strait Islanders of all communities who also work and live on this land.

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From the Chief Executive

I am thrilled to present to you Safe Transport Victoria's first Gender Equality Action Plan. As we embark on this journey together, I am filled with a profound sense of purpose and commitment to fostering an environment where every individual, regardless of gender, feels valued, respected, and empowered to thrive.

Gender equality isn't just a moral imperative; it's an economic and social imperative. Research consistently demonstrates that diverse and inclusive workplaces are more innovative, more productive, and better positioned for long-term success. Yet, despite progress in recent years, significant disparities persist, hindering our collective potential and perpetuating systemic inequities.

As leaders, it is incumbent upon us to take decisive action to dismantle these barriers and cultivate a culture of equality and inclusion. Our Gender Equality Action Plan represents a strategic roadmap to address the multifaceted challenges that hinder progress towards gender parity within our organisation.

First and foremost, we must confront biases and stereotypes that undermine opportunities for women and gender minorities. This requires a concerted effort to raise awareness, provide education, and promote inclusive behaviours at all levels of the organisation. By challenging assumptions and fostering empathy, we can create a more equitable workplace where talent and merit are the sole determinants of success.

Additionally, we recognise the importance of policies and practices that support work-life balance and caregiving responsibilities. Too often, women bear the disproportionate burden of unpaid care work, which can impede their career advancement and limit their economic independence. Through initiatives such as flexible work arrangements, and parental leave policies, we can level the playing field and empower all employees to thrive both personally and professionally.

Moreover, we are committed to closing the gender pay gap and ensuring equitable compensation for all employees. Transparency and accountability are essential in this endeavour, and we will conduct regular reviews to identify and address any disparities in pay or advancement opportunities. By fostering a culture of fairness and equity, we can attract and retain top talent while bolstering our reputation as an employer of choice.

I want to express my gratitude to all our employees for their dedication to this vital mission. Achieving gender equality requires collective action and unwavering commitment, and I am confident that together, we can build a more inclusive and equitable future for all.

A handwritten signature in black ink, appearing to read 'Tammy O'Connor'.

Tammy O'Connor
Chief Executive

"First and foremost, we must confront biases and stereotypes that undermine opportunities for women and gender minorities."

Tammy O'Connor, Chief Executive

The Gender Equality Act 2020

Victoria's *Gender Equality Act 2020* requires public sector organisations to prepare, submit and publish a *Gender Equality Action Plan (GEAP)* every 4 years. These action plans must include strategies and measures that drive measurable progress towards workplace gender equality.

The Act sets out seven 7 workplace gender equality indicators – key areas where inequality persists – and where progress towards gender equality must be measured and demonstrated:

- i) gender composition at all levels of the workforce
- ii) gender composition of governing bodies
- iii) gender pay equity
- iv) workplace sexual harassment
- v) recruitment and promotion practices in the workplace
- vi) uptake of leave and flexible work arrangements
- vii) gendered work segregation

ST Vic's formal obligations under the *Gender Equality Act 2020* will come into effect in 2025.

As part of our commitment to the objectives of the Act, this interim *Gender Equality Action Plan 2024-2025* is designed to build strong foundations for a gender equal workplace culture, improve data collection and reporting in line with the 7 indicators, and ensure our commitment to equality is communicated through our policies and procedures, our everyday interactions and our corporate communications.

Following implementation of this 2-year interim plan ST Vic will prepare, submit and publish a 4-year *Gender Equality Action Plan 2026-2029*, bring ST Vic into alignment with the broader public sector reporting schedule.

ST Vic Values and the Gender Equality Principles

At ST Vic, we live our values by creating and maintaining a workplace that embraces diversity, mandates and promotes workplace safety, supports flexible work arrangements, provides our people with professional development opportunities, and offers recognition and reward in response to individual and team achievements.

- **Think Big** – reimagine what's possible
- **Take Accountability** – drive it, deliver it, own it
- **Work As One** – share openly, question respectfully, build together
- **Create Impact** – empowered to pursue our progress

We believe our workforce should reflect the diversity of the Victorian community and the industries that we regulate. Our workforce has unique life experiences and innovative perspectives that help us build stronger connections with the community we serve.

Our work towards equality in the workplace focuses on increasing our representation of women, culturally and linguistically diverse (CALD) communities, people with disability, and Aboriginal and Torres Strait Islander peoples, and creating a workplace that values and celebrates LGBTIQ+ people.

As we join other public sector organisations responding to the requirements under *Gender Equality Act*, we will work to align our existing organisational values with the gender equality principles outlined in this legislation:

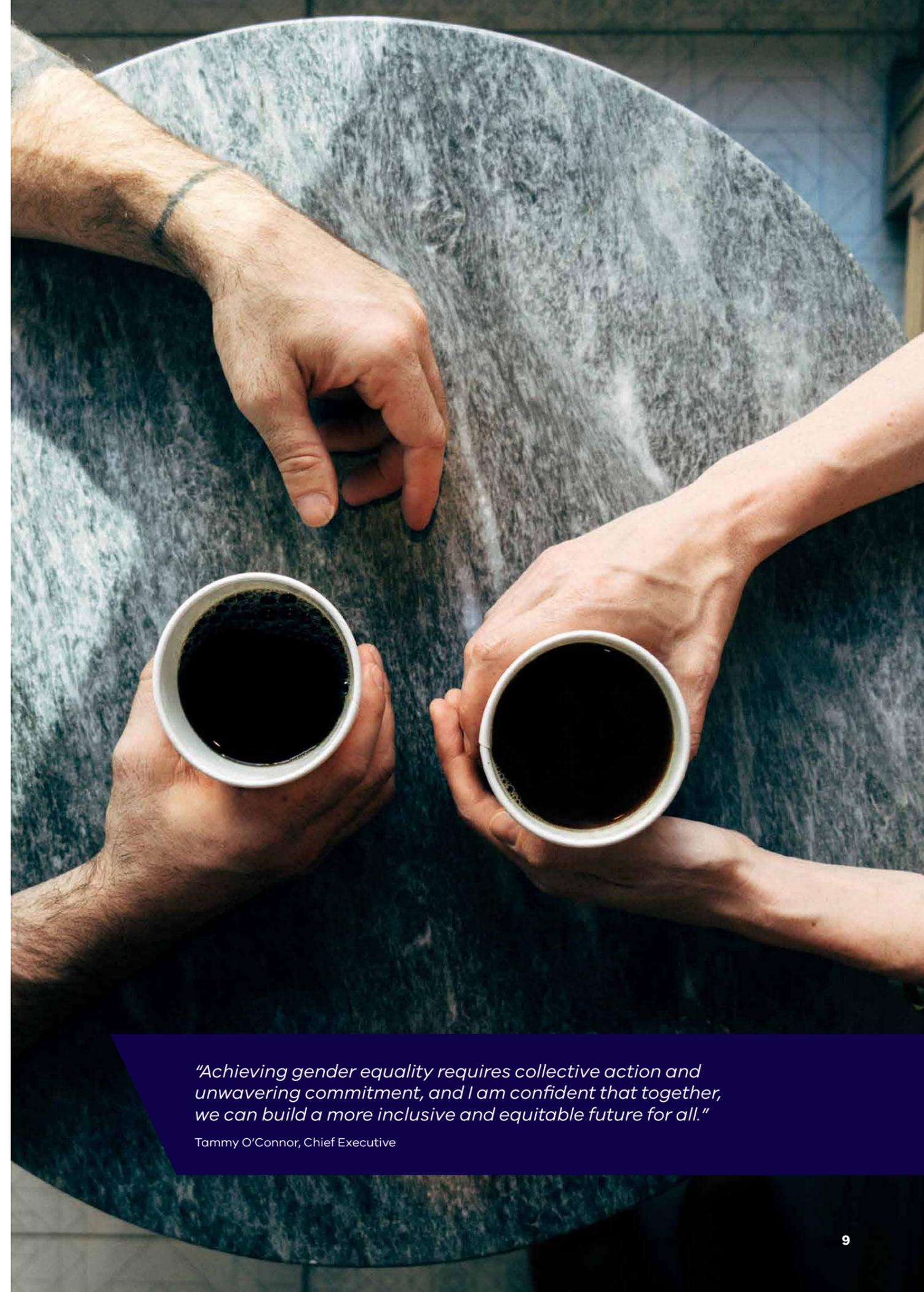
- All Victorians should live in a safe and equal society, have access to equal power, resources and opportunities and be treated with dignity, respect and fairness
- Gender equality benefits all Victorians regardless of gender
- Gender equality is a human right and precondition to social justice
- Gender equality brings significant economic, social and health benefits for Victoria
- Gender equality is a precondition for the prevention of family violence and other forms of violence against women and girls
- Advancing gender equality is a shared responsibility across the Victorian community
- 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
- 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
- Women have historically experienced discrimination and disadvantage based on sex and gender
- Special measures may be necessary to achieve gender equality

The state and nature of gender equality at ST Vic

In 2023, ST Vic completed the following processes in order to understand the state and nature of gender equality in the workplace:

- A workplace gender audit, including analysis of workforce data (gathered via DTP payroll) and employee experience data (gathered via the People Matter survey)
- A series of consultation sessions with staff and executive, designed to share results from the audit, gather feedback on findings and recommendations on actions for inclusion in ST Vic's Gender Equality Action Plan

These audit and consultation processes were designed in line with requirements under the *Gender Equality Act 2023* and accompanying regulations developed by the Commission for Gender Equality in the Public Sector.



"Achieving gender equality requires collective action and unwavering commitment, and I am confident that together, we can build a more inclusive and equitable future for all."

Tammy O'Connor, Chief Executive

Findings from ST Vic's FY23 baseline Workplace Gender Audit

Through our 2023 workplace gender audit, we documented the following:

Overall representation of women and men is relatively balanced in the ST Vic workforce

- Overall workforce composition at the end of the 2022-2023 financial years is 48.5% women: 51.5% men
- Within levels VPS3 to VPS6, workforce composition is roughly comparative to this overall workforce composition
- Among senior leaders (STS & SES levels, total 10 employees), workforce composition sits at 40% women: 60% men
- There are no employees identifying as gender diverse in our 2023 workforce dataset, and all analysis in 2023 is binary (comparing data and experiences for women and men)

The average (mean) pay gap between men and women working at Safe Transport Victoria is 5.2%

- This means that on average men took home approx. \$5,900 more than women across the 2022-2023 financial year
- The median total remuneration gap was 5.2%

Overall representation of women and men is relatively balanced across occupational cohorts

- As measured by standardised ANZSCO occupational groupings, overall representation of women and men is relatively balanced across *Technicians & Trade Workers, Clerical & Administrative Workers & Professionals*.
- Given that ANZSCO codes are not standard components of workplace planning and analysis outside this audit, further work will need to be done to track gender segregation of the workforce in ways that are relevant to the ST Vic context.

Women are significantly over-represented in part-time work

- As at the end of the 2022-2023 financial year, 15% of women in the workforce are working part-time, compared to 3% of men
- Overall, a high proportion of the workforce are working full-time (approx. 9 in 10 employees are full-time)

Women are more than 3x more likely than men to have experienced sexual harassment in the workplace in the past 12 months

- Among ST Vic respondents to the 2023 *People Matter Survey*, 7% of women respondents and 2% of men respondents experienced sexual harassment in the workplace in the past 12 months
- No employee who experienced sexual harassment submitted a formal complaint
- In the 2023 *People Matter Survey*, women are also more likely than men to agree that ST Vic encourages respectful workplace behaviours and takes steps to eliminate bullying, harassment and discrimination

While ST Vic was able to collect and report on all mandatory components of the workplace gender audit, there were a number of gaps in recommended data that will need to be improved over time

- In its FY23 baseline audit, ST Vic was unable to collect recommended data related to *uptake and type of formal flexible working arrangements; uptake of higher duties, internal secondments, permanent promotions; uptake of career development training; uptake and length of parental and carers leave*

A full set of summary findings from our workplace gender audit is included in Appendix A to this plan, and also available for review via the Commission for Gender Equality in the Public Sector's online Insights Portal.

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Findings from ST Vic's GEAP consultations

Following our workplace gender audit, ST Vic invited employees to participate in a series of voluntary 60-minute online focus group sessions, to explore themes identified in the audit, share ideas for strategies to improve workplace gender equality at ST Vic, and provide ideas to inform our vision for gender equality.

Key themes raised across 5 sessions (including sessions with *Executive Leadership Team*; *VPS5+ - women and gender diverse employees*; *VPS5+ - male employees*; *VPS4 and below - women and gender diverse employees*; and, *VPS4 and below - male employees*) were as follows:

We are already taking positive steps towards gender equality

- Participants acknowledged a positive shift towards gender equality over the last few years at ST Vic.
- There was an appreciation of work undertaken by ST Vic that has enabled more women to be employed across the organisation and women being well-represented in leadership positions.
- Training on gender equality and discrimination was also spoken about favourably.
- A positive shift in gender inclusion culture was universally acknowledged and considered favourably. This change was partially attributed to an increase in women working in traditionally male-dominated areas within ST Vic and a near-equal split of men and women in leadership positions

Workplace Culture:

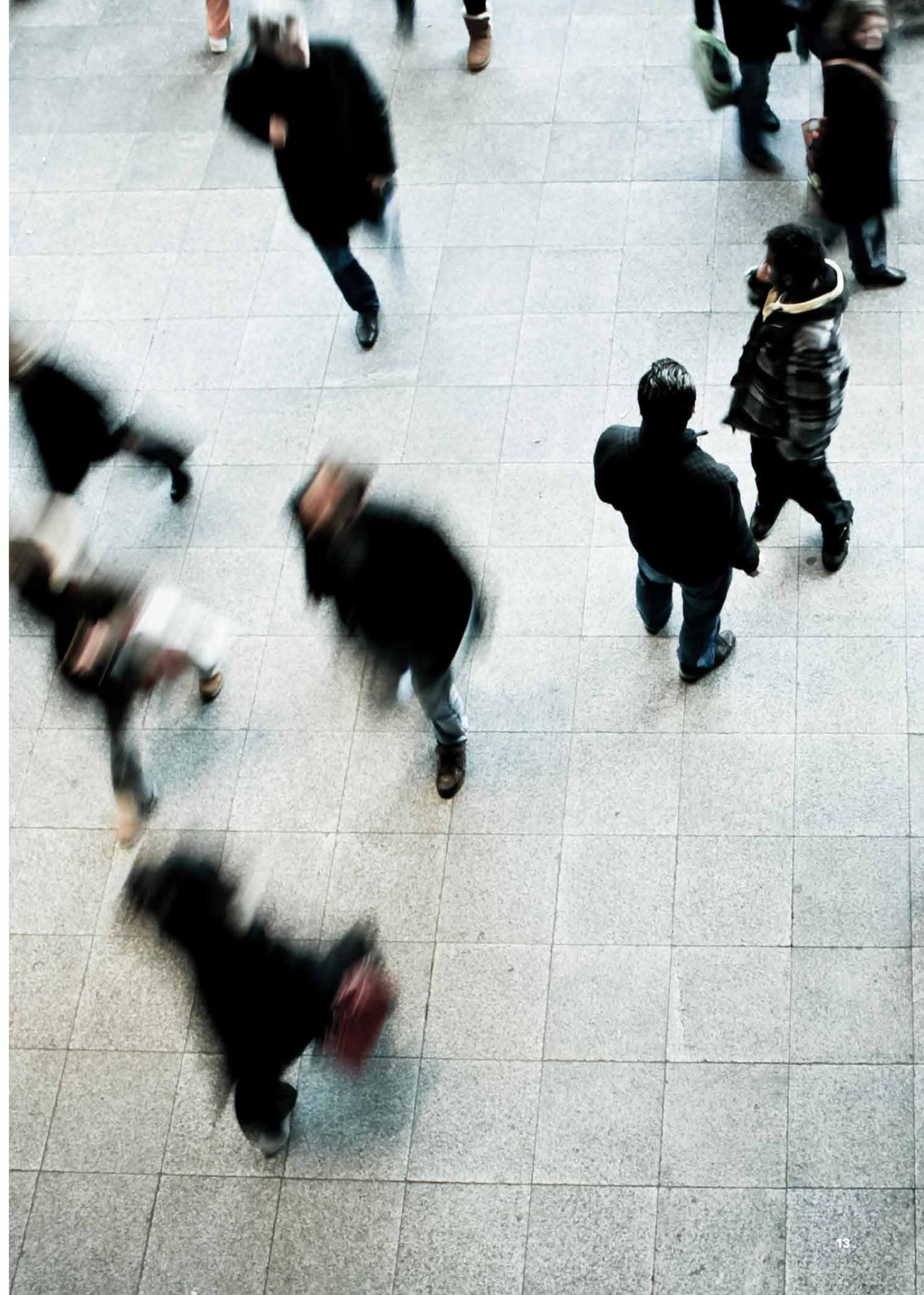
- It was widely acknowledged that current organisational restructuring has the potential to be a catalyst for change
- Areas of ST Vic traditionally seen as gender-segregated are viewed by people of all genders as a site for gender equality action, with work to be done on developing a positive bystander culture and a culture of equality and safety for all genders.
- Employees of all genders acknowledged the prevalence of gender stereotypes at ST Vic, though this varies among work areas and genders. Men were less likely to report seeing gender stereotypes in action at ST Vic.
- Participants raised the need to build awareness and inclusion of gender-diverse people in the workforce

Bullying, discrimination and sexual harassment:

- Bullying and discrimination were seen as a live issue at ST Vic.
- Several participants felt that employees' experience of bullying, discrimination and sexual harassment depended on where they worked within ST Vic
- Women were more likely to acknowledge that inappropriate comments and behaviour that occur related to gender.

Gendered barriers to career progression:

- Participants spoke about the need for organisation-wide consistency around access to workplace flexibility, consideration for work-life balance, recognition of previous experience and access to professional opportunities
- While policies and procedures are in place, implementation and support for different working arrangements, career progression and promotion opportunities varied within and across different work areas



Strategies to Improve Gender Equality at ST Vic

Over the next two years, ST Vic commits to implementing GEAP strategies across four key areas:

- **Capacity building** (to drive cultural change and build a positive bystander culture)
- **Policy and procedure review** (applying a gender lens to existing policies)
- **Data collection and reporting** (building a better understanding of the state and nature of gender equality at ST Vic)
- **Communications** (to ensure shared understanding, language and commitment to workplace gender equality)

a. Capacity building (to drive cultural change/build a positive bystander culture)

Action	Target Audience	Responsibility	Year
1. Develop gender equity capabilities for inclusion in performance plans	Target audience – VPS6+, people leaders	Organisational Development & Capability Team	2025
2. Review existing leadership training with an intersectional gender lens, incorporating reference to workplace gender equality	Target audience – VPS6+, people leaders	Organisational Development & Capability Team	2024
3. Workshop sessions with leaders and employees to build capacity to respond to sexual harassment, bullying and discrimination and support positive bystander culture	Target audience – whole of organisation, targeted content for people leaders and for all employees	Organisational Development & Capability Team	2024-2025

b. Policy and procedure review

Action	Target Audience	Responsibility	Year
4. Workshop session/s to build shared approach to applying an intersectional gender lens over policies and procedures	People & Culture Business Partnering – relevant policy owners	People & Culture Business	2024
5. Review and improve policies through an intersectional gender lens	Target policies and procedures Flexible Work, Sexual Harassment, Recruitment, Remuneration	People & Culture Business Partnering	2024-2025

c. Data collection and reporting

Action	Target Audience	Responsibility	Year
6. Improved data collection and tracking against data gaps in FY23 baseline audit	Target improvements – Intersectional data Flexible work update Higher duties Promotions Internal secondments Career development uptake Parental leave uptake and length	Data and insights within Organisational Development and Capability	2024
7. Ensure regular reporting lines to executive via inclusion of gendered data measures into ST Vic leadership dashboard	Target audience – executive leadership team	Data and Insights within Organisational Development and Capability, Executive Leadership Team	2024-2025

d. Communications

Action	Target Audience	Responsibility	Year
8. Develop key messaging to support workplace gender equality initiatives	Key messaging targeted to a range of audiences – Executive Leadership team, people leaders, People Communications & Engagement, People & Culture Business Partnering	Communications & Engagement	2024
9. Integrate gender equality messaging across existing corporate communications	Strategies, action plans, website and intranet content as developed	Communications & Engagement	2024-2025
10. Promote and reinforce messaging through monthly People Leader Forums	Target audience – people leaders	Communications & Engagement; Organisational Development and Capability	2024-2025

Leadership and Resourcing

ST Vic recognises gender equality as a shared responsibility across the organisation, and expects all employees to play a role in achieving the goals of this plan.

Our Executive Leadership Team, including a dedicated Executive Sponsor, will oversee GEAP implementation, while our People and Culture Business Partnering team will drive implementation. Communications & Engagement and Organisational Development and Capability teams will be responsible for delivery of specific strategies and actions.



Appendix A: Summary findings from 2023 Workplace Gender Audit

In February 2024, ST Vic provided copies of our complete workforce dataset to the Commission for Gender Equality in the Public Sector. A summary list of key findings from our audit is included here:

Workplace Gender Equality Indicator	Audit findings
Indicator 1: Gender Composition of the Workforce	<p><i>Overall gender composition of the workforce as at end financial year 2022-23</i></p> <ul style="list-style-type: none"> 48.5% women: 51.5% men No employees identified as self-described gender in workforce data <p><i>Overall gender composition of the workforce, by employment basis</i></p> <ul style="list-style-type: none"> Full-time workforce - 45% women: 55% men Part-time workforce - 82% women: 18% men Among women in the workforce – 85% work full-time, 15% work part-time Among men in the workforce – 97% work full-time, 3% work part-time
Indicator 2: Gender composition of governing body	Not reported, ST Vic has no governing body as defined in audit guidance
Indicator 3: Pay equity	<p><i>Overall organization-wide gender pay gaps as at end financial year 2022-23</i></p> <p><i>Gaps favouring men across all measures (ie. On average measures (mean & median) men at ST Vic earn more than women</i></p> <ul style="list-style-type: none"> Mean base salary gap – 4.5%, favouring men Mean total remuneration gap – 5.1%, favouring men Median base salary gap – 4.0%, favouring men Median total remuneration gap - 5.2%, favouring men <p><i>By-level, mean gender pay gaps (for those levels where >10 women and >10 men) as at end financial year 2022-2023</i></p> <p><i>Gaps favouring men across all levels (ie. On average, men in each of these levels earn more than women)</i></p> <ul style="list-style-type: none"> VPS6 – 3.5% gap on total remuneration, favouring men VPS5 – 4.0% gap on total remuneration, favouring men VPS4 – 1.9% gap on total remuneration, favouring men VPS3 – 0%, no gap on total remuneration

Workplace Gender Equality Indicator	Audit findings
Indicator 4: Sexual Harassment	<p>Number of formal complaints of sexual harassment made</p> <ul style="list-style-type: none"> No formal complaints received in financial year 2022-2023 <p><i>% People Matter survey respondents who experienced sexual harassment Among People Matter respondents (65% response rate at ST Vic in 2023)</i></p> <ul style="list-style-type: none"> Overall, 5% of respondents experienced sexual harassment 7% of women respondents experienced sexual harassment 2% of male respondents experienced sexual harassment 8% of non-binary/undisclosed gender respondents experienced sexual harassment <p><i>% People Matter survey respondents responding favourably to statements on workplace safety and respect</i></p> <ul style="list-style-type: none"> 6% of women, 82% of men agree their organisation encourages respectful workplace behaviours 54% of women, 60% of men agree their organisation takes steps to eliminate bullying, harassment and discrimination 66% of women, 70% of men agree they feel safe to challenge inappropriate behaviour at work
Indicator 5: Recruitment & Promotion	<p>Data on new recruits not reported in 2023 audit (ST Vic is a newly constituted entity)</p> <p><i>Overall gender composition of exits in financial year 2023</i></p> <ul style="list-style-type: none"> 54% women: 46% men
Indicator 6: Leave & Flexibility	<p><i>% People Matter survey respondent responding favourably to statements on workplace flexibility</i></p> <ul style="list-style-type: none"> 95% of women, 85% of men agree their manager supports working flexibly 78% of women, 82% of men feel confident that if they requested a flexible work arrangement, it would be given due consideration <p><i>% People Matter survey respondent responding favourably to statement on availability of family violence leave</i></p> <ul style="list-style-type: none"> 80% of women, 80% of men agree the organisation would support them if they needed to take family violence leave
Indicator 7: Gendered segregation	<p><i>Gender composition of ANZSCO code major groups in the organisation:</i></p> <ul style="list-style-type: none"> 1 – Managers (n=11) : 73% women: 27% men 2 – Professionals (n=28): 50% women:50% men 3 – Technicians and trades workers (n=100) : 44% women:56% men 4 – Community and personal service workers – none 5 – Clerical and administrative workers (n=29) : 51% women: 49% men 6 – Sales workers - none 7 – Machinery operators and drivers - none 8 – Labourers – none

