



## GU-8 Gender Impact Assessment Guide

### What is the Gender Equality Act 2020?

1. 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 committed to legislative change to promote gender equality.
2. The [Gender Equality Act 2020](#) (GE Act) commenced on 31 March 2021 and requires the Victorian public sector, local councils and universities to take positive action towards achieving workplace gender equality.

### What is required of the Workplace Industry Commission (WIC) under the Gender Equality Act 2020?

3. Under section 7 of the GE Act (Duty to promote gender equality), WIC must, in developing policies and programs and in delivering services that are to be provided to the public, or have a direct and significant impact on the public:
  - a. Consider and promote gender equality; and
  - b. Take necessary and proportionate action towards achieving gender equality.
4. Under section 9 of the GE Act (Defined entity must undertake gender impact assessments), we must undertake a gender impact assessment when developing or reviewing any policy of WIC, or program or service provided by WIC that has a direct and significant impact on the public.

### What is a Gender Impact Assessment?

5. A Gender Impact Assessment (GIA) is a way of critically thinking about how policies, programs and services will meet the different needs of women, men and gender-diverse people. In many circumstances, women and gender-diverse individuals may not have the same access to decision-making processes, resources, economic or social opportunities.
6. This means that policies, programs and services are likely to be experienced differently, and have different outcomes for people of different genders. The aim of a GIA is to create better and fairer outcomes and ensure all people have equal access to opportunities and resources.

### Taking an Intersectional approach

7. 'Intersectionality' refers to the ways in which different aspects of a person's identity can expose them to overlapping forms of discrimination and marginalisation. These aspects can include gender, Aboriginality, age, disability, ethnicity, gender identity, race, religion or sexual orientation. This amplifies barriers to services, increases the risk of social isolation, and exacerbates social and economic disadvantage, including housing insecurity. The GE Act says that, if practicable, you should take into account intersectionality when undertaking a GIA.



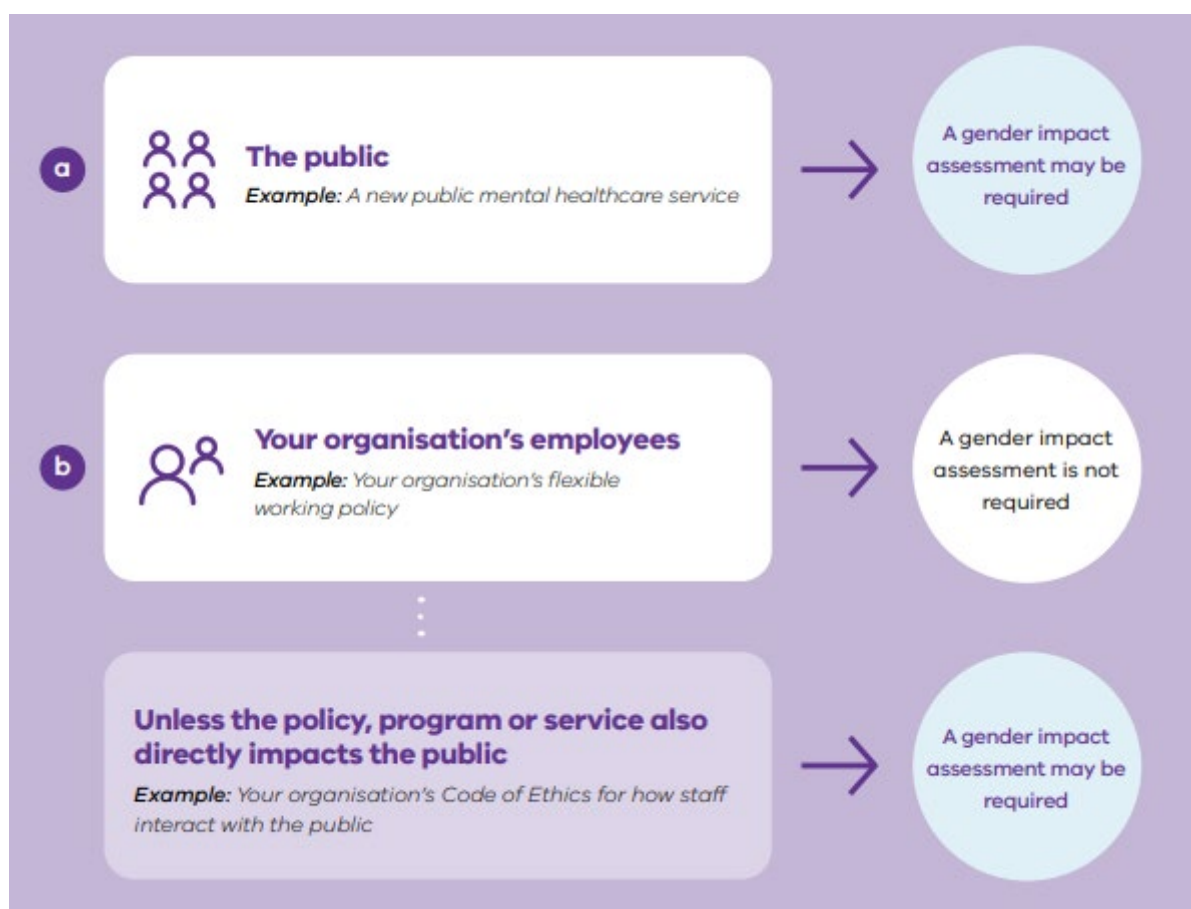
## When do we need to conduct a gender impact assessment at WIC?

8. A GIA is required when you are developing new policies, programs or services, or when an existing policy, program or service is up for review. You are not required to undertake a GIA for policies, programs or services that are currently in place, unless they are being formally reviewed.

## Steps to determine if a gender impact assessment is required under the GE Act



## Consider who the primary focus or target of the policy, program or service is



9. If your policy, program or service is primarily focused on the public (for example, conciliation or arbitration services), then you should further assess whether a GIA should be conducted. If your policy, program or service concentrates on WIC employees (for example, P&C policies, internal finance or IT security policies) a GIA is not likely to be required, however if the impact is on WIC employees, but also impacts the public, then a GIA may still be required. An example of this could be the *Code of Behaviour for Conciliation*.
10. The Commission for Gender Equality in the Public Sector (The Commission) has developed a guidance note to assist organisations with understanding and interpreting the terms 'policies', 'programs' and 'services' and 'direct and significant impact on the public' to determine whether a gender impact assessment is required under the Act. [Determining whether an GIA is required – Guidance Note](#).

## I have determined I need to conduct a gender impact assessment. What next?

11. A gender impact assessment must:



- a. Assess the effects that the policy, program or service may have on people of different genders
  - b. Explain how the policy, program or service will be changed to better support Victorians of all genders and promote gender equality
  - c. Where practical, apply an intersectional approach to consider how gender inequality can be compounded by disadvantage or discrimination that a person may experience on the basis of other factors such as age, disability or ethnicity
12. The Commission has developed a Gender impact assessment toolkit to guide you in assessing the gendered impact of your policy, program or service. The toolkit steps you through a best-practice gender impact assessment process and includes templates for recording information, analysis and outcomes.
13. Download the toolkit and templates here:
- a. [Gender impact assessment toolkit](#)
  - b. [Gender impact assessment template](#)
14. There are four steps to consider when conducting your gender impact assessment:
- a. Define the issues and challenge assumptions
  - b. Understand your context
  - c. Analyse the options
  - d. Make recommendations
15. The toolkit document provides guidance on how to ask yourself the right questions to consider each of these steps in order to complete the template. Further information can also be found on the Commission's website [here](#).
16. Once you have completed your gender impact assessment, a copy must be forwarded to People and Culture to be stored for reporting purposes.
17. If you have any questions, please reach out to Megan or Nathan, or email [peopleandculture@conciliation.vic.gov.au](mailto:peopleandculture@conciliation.vic.gov.au).