

**Draft Gender Equal Representation Policy (Councillor Committees, boards and panels)**

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| **Title** | Draft Gender Equal Representation Policy (Councillor Committees, boards and panels) |
| **Summary** | This Policy ensures that Council has gender representation on committees, boards and panels to engage fairly and equitably with all its members, in a positive, respectful and constructive manner. |
| **Background** | On 8 December 2020, Council resolved to create a policy on Gender Equal Representation on Councillor committees, boards and panels. |
| **Policy Type** | Council |
| **Relevant Strategic Plan Objective** | Strategic Direction 5: Progressive local leadership |
| **Relevant Council References** | N/A |
| **Main Legislative or Regulatory Reference** | Anti-Discrimination Act 1977 |
| **Record Notes** | Externally available document |
| **Version Control** | See below |

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| **Document:** | Policy | *Uncontrolled Copy When Printed* | |
| **Custodian:** | Governance Manager | **Version #** | Version  # |
| **Approved By:** | Acting General Manager | **ECM Ref #** |  |
| **Adopted By:** | Council | **Publish Location** | Intranet/ Internet |
| **Adopted Date and Minute #:** |  | **Next Review Date** | 2 years from  adoption |

# Purpose

The Gender Equal Representation Policy aims to ensure that Council offers equal opportunity for all, so that Council is able to meet the needs and expectations of the whole community.

This policy ensures Council has gender balance on committees, boards and panels to which Councillors are appointed. This will ensure Council engages fairly and equitably with all its members, in a positive, respectful and constructive manner.

This policy relates to Councillor committees, boards and panels such as: General Manager’s Performance Assessment Panel, Councillor representation on Council committees and participation in external committees, boards or panels.

# Definitions

In this policy the following terms have the following meanings:

Council Committee A committee established by council comprising of councillors, that the council has delegated functions to.

External committee A committee established by external organisations that Council is a member of and to discuss matters relevant to their organisation which have requested councillor representation.

Councillor Any person elected or appointed to civic office, including the mayor, and includes members and chairpersons of county councils and voting representatives of the boards of joint organisations and chairpersons of joint organisations

Council Official Councillors, members of staff of Council, administrators, community members of Council’s Committees and Local Democracy Groups and other special interest groups, conduct reviewers and delegates of Council.

Gender Equality The equal rights, responsibilities and opportunities of women, men, transgender and gender diverse/ non-binary people.

Gender Equity Entails the provision of fairness and justice in the distribution of benefits and responsibilities on the basis of gender. 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 the imbalance between the sexes.

# Policy Statement

This policy demonstrates best practice principles for fair and equitable participation in committees, boards and panels. To ensure fair and equitable participation Council, where possible will have an even number of positions available so that appointments can be made so that gender diversity is achieved.

Where Council calls for applications for Councillor Committees, Council will encourage applications from a gender diverse community, by referring to this policy and ensuring that the criteria for appointments to committees are gender equitable and free of any gender bias.

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| **Councillor committees, boards and panels** | |
| Up to 5 members | Gender balance (50%) should be achieved where possible. |
| 6 or more members | Gender balance (50%) should be achieved and should include non-binary and transgender participation where  possible. |
| Note: Where there is an odd number of vacancies available and diversity cannot be achieved, Council where possible will promote diversity by appointing more women than men. | |

# Version Control - POLICY HISTORY:

*Governance Use only:*

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| **Version** | **Amended By** | **Changes Made** | **Date** | **ECM #** |
| 1 | Council | New policy |  |  |