



# NATIONAL WOMEN'S ALLIANCES

## QUARTERLY PROGRESS UPDATE

**Reporting Period: 1<sup>st</sup> May 2010 – 30 July 2010**

**Alliance Name: economic Security4Women (eS4W)**

Please read the following Quarterly Progress Update guidance information before completing your Quarterly Progress Update.

**Part 1:** This section of the Quarterly Progress Update is to be filled out in reference to the priority issues and activities described in your current Annual Activity Work Plan. The number of issues and activities each Alliance will address during the year will vary across the Alliances, and the relevant pages of the reporting template can be duplicated as required to enable you to report on multiple issues and activities.

Please keep in mind that different rates of progress will be made on issues and activities throughout the year. For example, it is feasible that in any given quarter you will focus on one issue, resulting in little or no progress being made in a particular quarter on one of your other issues identified in your Annual Activity Work Plan. You may however work concurrently on multiple issues, making strategic progress on all the issues identified in your Work Plan, but to varying degrees.

**Part 2:** Consider how you will continue to develop your membership base, build its capacity and ensure a high level of engagement amongst your members. In particular, you will need to consider how to involve marginalised groups.

**Part 3:** The Key Performance Indicator feedback section is provided for your information. The Office for Women will fill this in after you have submitted your Quarterly Progress Update. Information you provide in your Quarterly Progress Update will be used by the Office for Women to provide feedback on your activities in relation to the Key Performance Indicators outlined in Section B of your Funding Agreement.

**Attachment A - Part 4:** Participation in the annual Alliances Forum is part of your obligations as an Alliance. Part 4 (a) of the Quarterly Progress Update is to be filled out in the **first quarter** of each year of the funding agreement, after the annual Alliances Forum. This section involves reporting on your responses to issues raised at the Forum.

Part 4 (b) of the Quarterly Progress Update is to be filled out in the quarter of each year that precedes the annual Alliances Forum. This section involves providing your input into what you would like the Forum to address that can assist you in delivering your work plans.

## QUARTERLY PROGRESS UPDATE - Part 1: Issues

<b>Issue 1: Annual Activity Work</b>		
<b>a) Briefly describe the strategy you used to address the issue.</b>		
Develop and delivery Annual Activity Work Plan		
<b>b) Outline the specific activities you used to deliver the strategy. For each activity include the target stakeholders and timeframe in which the activity was undertaken.</b>		
<b>What did you do?</b>	<b>Who did you engage with?</b>	<b>When?</b>
eS4W identified 5 key areas for our Activity Work Plan <ul style="list-style-type: none"> <li>• Pay and Gender Workforce Equity</li> <li>• Care Economy</li> <li>• CSW 55</li> <li>• Gender disaggregated data analysis</li> <li>• International Women's Day</li> </ul>	eS4W council members and other Alliances	July 2010
<b>c) Briefly describe the activity outcomes</b>		
eS4W key focus areas defined and work plan created for each issue.		

<b>Issue 2: What Business Wants</b>		
<b>d) Briefly describe the strategy you used to address the issue.</b>		
To investigate national and international research about gender pay inequity in small businesses. To gather information on attitudes and response to gender pay equity in Australian businesses with less than 100 employees (SMEs).		
<b>e) Outline the specific activities you used to deliver the strategy. For each activity include the target stakeholders and timeframe in which the activity was undertaken.</b>		
<b>What did you do?</b>	<b>Who did you engage with?</b>	<b>When?</b>
Academic research confirmed that there was little knowledge pertaining to small business in gender pay equity.  Interviews were conducted across Australia, the information collated and analysed and a report "What Business Wants" published.	eS4W council members Office for Women WA Women's Advisory Council Academics Government Chambers of Commerce Small business representatives Employees	June 2010
<b>f) Briefly describe the activity outcomes</b>		
This is the first report actually published that focuses on gender pay inequity in SMEs. It provides the basis for more targeted work to be done with SMEs in this area, particularly the need to have more education and straight forward tools.  The research and report importantly highlighted the perceived need for much more training for female employees on negotiation skills.  It has attracted interest from employers, employees and academics thereby increasing awareness of this sector.  What Business Wants was publically launched In Canberra by Minister Plibersek at the National Women's Alliance forum in Canberra in June 2010  What Business Wants was included in education session at the WA Women's Advisory Council in June 2010  What Business wants was launched in WA to a wide audience including academics, government, Chambers of Commerce, small business reps and employees. There is already interest in further work and partnerships around the issue.		
<b>e) What did you learn from this?</b>		
Building and maintaining networks is crucial if you want to embark on research whether in the business, government and private sectors. It is hard to find the right people to discuss the project with and then find the right people to engage to ensure you get the wide response required. Speaking with people who've been involved in other projects before can help a bit but when you are embarking on a project in a new area you need to allow sufficient time for the preparation and overcoming possible barriers.  It is hard to judge how much time is required and therefore hard to judge the budget required. Inevitably a lot of volunteer hours go in to a project of this nature.  Belonging to an organisation like BPW Australia and an Alliance like ES4W is valuable because it gives us links across the country and to different communities.  OFW can offer very helpful advice!		
<b>f) Were there any unexpected activities and outcomes?</b>		

An unexpected outcome was in the data itself where we found that a majority of SMEs supported the notion of targets and quotas; this may give us something to investigate further.

## QUARTERLY PROGRESS UPDATE - Part 3. Key Performance Indicators

This section is to be **filled out by the Office for Women** after you have submitted your Quarterly Progress Update. We will email the completed section back to each Alliance to keep as part of their Quarterly Progress Update.

Feedback is provided on your Key Performance Indicators (outlined in Schedule B of your Funding Agreement) to facilitate the Alliances and the Office for Women to work together for the best outcomes of the program.

### a) Engagement with Government and non-government agencies on key policy issues

### b) Stakeholder engagement with a broad range of women's groups and individual women

### c) Advocacy on the issues nominated by your Alliance

### d) Strengthening Membership

## Attachment A

### QUARTERLY PROGRESS UPDATE – Part 4. Forum Participation

**Part 4 (a)** of the Quarterly Progress Update is to be filled out in the **first quarter** of each year of the funding agreement, after the annual Alliances Forum. This section involves reporting on your responses to issues raised at the Forum.

Key Issues raised / discussed	Follow up action and timeframe
<ul style="list-style-type: none"><li>eS4W to develop an induction process for new organisations to ensure they understand focus of the Alliance and their role within the Alliance.</li></ul>	<ul style="list-style-type: none"><li>eS4W has developed our induction process and distributed to council members for feedback. (August 2010)</li><li>After Council approval has been received eS4W will disseminate our induction process to the other Alliances (September 2010)</li></ul>
<ul style="list-style-type: none"><li>Developing operational documents and policies</li></ul>	<ul style="list-style-type: none"><li>eS4W has developed a draft Strategic Plan which will be revised to reflect the current Work Plan objectives (Sept 2010)</li><li>eS4W is currently revising the NSW Model Rules to reflect eS4W's structure (Sept 2010)</li><li>eS4W has previously provided to OfW as part of the tender process the following documents and policies:<ul style="list-style-type: none"><li>Financial Procedures</li><li>Risk Registrar</li><li>Delegation Schedule</li></ul></li></ul>

**Part 4 (b)** of the Quarterly Progress Update is to be filled out in the quarter of each year that precedes the annual Alliances Forum. This section involves providing your input into what you would like the Forum to address that can assist you in delivering your Annual Activity Work Plans.

<b>Key Issues</b>	<b>Potential use of time at the Forum</b>
<p><i>Example</i></p> <ul style="list-style-type: none"> <li>• <i>Our Alliance wants to strengthen our strategic approach to addressing out activities. We find it difficult to.....</i></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Could we have a session on strategic planning which addresses clarifying objectives, key stakeholder analysis, etc</i></li> </ul>