



BreastScreen
Victoria

Gender Equity Plan
2022-2025

Acknowledgement of Traditional Owners

BreastScreen Victoria acknowledges Aboriginal and Torres Strait Islander people as the traditional owners and custodians of the land and waterways upon which we live and work. We acknowledge and pay our respects to their Elders past, present and emerging and extend this to all Aboriginal and Torres Strait Islander People.



BreastScreen Victoria acknowledges the support of the Victorian Government.

Contents

BreastScreen Victoria Context	3
BreastScreen Victoria's Strategic Objectives	4
Gender Equity Workforce Report	5
Key finding 1: Gender Composition in the Workforce	6
Key finding 2: Gender composition of governing body	7
Key finding 3: Pay equity	8
Key finding 4: Sexual Harassment	9
Key finding 5: Recruitment and promotion	10
Key finding 6: Leave and flexibility	11
Key finding 7: Gendered Segregation	12
Our Plan of Action	13
Keeping our plan alive	14

BreastScreen Victoria Context

BreastScreen Victoria reduces the impact of breast cancer and saves lives through early detection. We are a population screening program, which means we offer our service to the eligible group in the community proven to benefit most from breast screening.

Breast screening is known to be most effective by reducing breast cancer deaths and the impact of treatment among women in the 50-74 age group. The uptake of the program has led to better health outcomes and a reduction of the disease in Victoria and across Australia.



Our Services

BSV is contracted by the Victorian Department of Health to deliver breast screening in Victoria as part of the national breast cancer screening program, BreastScreen Australia (BSA), funded jointly by the Australian State and Territory Governments.

BSV has 46 screening services, eight reading and assessment services, two mobile screening vans and a Coordination Unit that all work together as *One BreastScreen Victoria Team*. We put clients at the heart of the work we do to reduce the impact of breast cancer and save lives through early detection.

BSV is committed to ensuring our services are inclusive and accessible to all eligible Victorians. This means understanding and addressing the barriers that can stop certain communities from accessing breast screening.

We run targeted programs to increase breast screening in eligible Victorians who are Aboriginal and Torres Strait Islander, culturally and linguistically diverse, sexuality and gender diverse, have a disability, from low socio-economic areas and from remote and rural areas.

Delivering and improving our service is made possible through consumer engagement and client feedback. We gather feedback through surveys, focus groups, behavioural research and meaningful conversations with our Consumer Network.

BreastScreen Victoria's Strategic Objectives

BreastScreen Victoria's Case for Change

The BreastScreen Victoria (BSV) Strategic Plan 2021-2025 has four key focus areas;

- Client First
- Working as One BreastScreen Victoria Team
- A High Quality Service
- Supporting Diversity and Inclusion.

The strategic plan complements our core organisational values:

- Caring
- Respect
- Teamwork
- Inclusion

Our Strategic Plan and our Values work together with our Gender Equity Action Plan to demonstrate BSV's commitment to upholding the following gender equity principles contained in the Gender Equality Act 2020:

1. 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.
2. Gender equality benefits all Victorians regardless of gender.

3. Gender equality is a human right and precondition to social justice.
4. Gender equality brings significant economic, social and health benefits for Victoria.
5. Gender equality is a precondition for the prevention of family violence and other forms of violence against women and girls.
6. Advancing gender equality is a shared responsibility across the Victorian community.
7. 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.
8. Gender inequality may be compounded by other forms of disadvantage or discrimination that a person may experience on the basis of Aboriginality, age, disability, ethnicity, gender identity, race, religion, sexual orientation and other attributes.
9. Women have historically experienced discrimination and disadvantage on the basis of sex and gender.
10. Special measures may be necessary to achieve gender equality.

Intersectionality

BreastScreen Victoria has historically focused on intersectionality within our client base and addressing barriers our clients face when accessing our service. BSV recognise that gender inequality may be compounded by disadvantage or discrimination based on age, disability, ethnicity, gender identity, race, religion, sexual orientation and other attributes.

In this action plan, BSV is working to address intersectional gender inequalities experienced by our employees by improving intersectional data collection. Once this data collection process is complete, we will develop actions to address any identified areas of intersectionality.



Gender Equity Workforce Report

The *Gender Equality Act 2020* requires BreastScreen Victoria (BSV) to undertake a workplace gender audit and regularly collect and report data on gender equality in the workplace.

The data in this report has been extracted from BSV's Payroll system (referred to as Workforce data) and the VPSC People Matter Survey (referred to as Employee Experience data) and is measured against the Act's workplace gender equality seven key categories.

They are:

- 1. Gender compositions of the Workforce**
- 2. Gender composition of the governing body**
- 3. Pay equity**
- 4. Sexual harassment**
- 5. Recruitment and Promotion**
- 6. Leave and flexibility**
- 7. Gendered segregation**

Data Collection and terms used in this report

BSV does not currently require the disclosure of sensitive information from employees. This includes information relating to an employee's disability, country of birth or cultural background, Aboriginal or Torres Strait Islander status, sexual orientation, or gender (other than Man, Woman or Other).

Gender-based data in this report has been sourced from BSV's payroll system, that captures gender data from employee Tax Declarations. It is unable to identify employees who may self-describe.

In addition to this, BSV also notes that due to the low number of respondents who identified other than as "Woman" in the People Matter Survey (PMS), we are unable to produce results specific to those who identify as "Man", "Non-binary", "Uses different term" and "Prefer not to say". This means that the PMS data referred to throughout this document is restricted to reporting results for "Women" and all remaining respondents grouped as "Other".

BSV acknowledged that the information in this report does not cover intersectionality issues that may impact BSV's workforce. Improvements in data collection form a key item in BSV's gender equity action plan outlined on page 13 of this report.

Consultation

BreastScreen Victoria consulted with, and sought input into the development of the Gender Equity Action Plan from a variety of employee representative groups as well as directly from the broader workforce. Results of the data analysis was presented to the Employee representative group, known as the Staffing Committee, and BSV's Diversity and Inclusion committee.

The same information was also presented directly with employees in smaller work groups. After engaging with our workforce on the results, an action plan was drafted and feedback was sought from the same groups. The action plan was then approved by the Board.

Key finding 1: Gender Composition in the Workforce

As at 30 June 2021, BreastScreen Victoria had 110 employees:



BSV's payroll system is unable to identify employees who may self-describe.

The below graphs are a breakdown of employment basis by Gender as extracted from BSV's payroll system

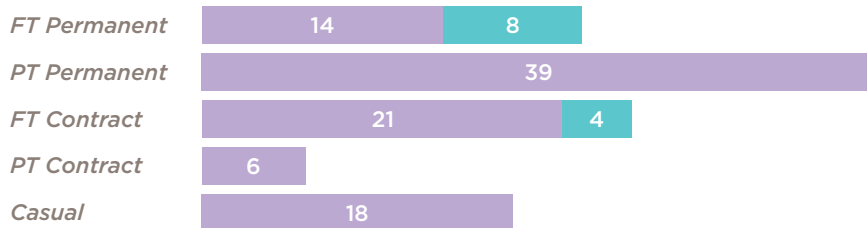
In order to more accurately capture and report on gender composition within our workforce, and further identify intersectionality issues that may be present, BSV needs to enable employees to voluntarily disclose sensitive information. In particular, this would include information around gender, nationality/culture, Aboriginal and Torres Strait Islander status, sexual orientation and disability.

Overall, there is a positive culture within BSV in relation to employees of different sexes/genders as indicated by results from the 2021 *People Matter Survey* (PMS) below.

PMS Question	Favourable "woman" respondents	Favourable "other" respondents
There is a positive culture within my organisation in relation to employees of different sexes/genders.	90%	90%

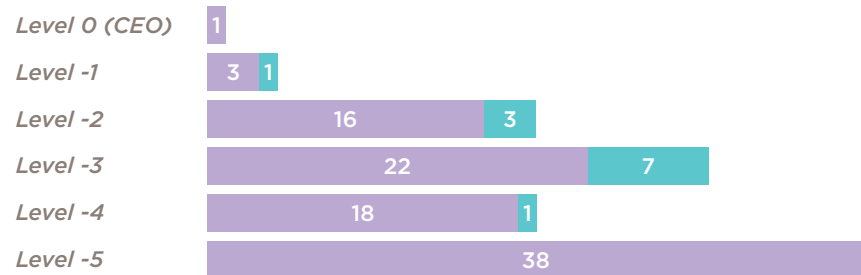
BSV Overall Gender Composition

Graph 1 categorises the employment types, being Full time (permanent and fixed term contract), Part time (permanent and fixed term contract) and Casual and the number of employees for each gender



Gender composition of BSV Workforce by level

Graph 2 identifies the number of men and women at each level below the CEO. The CEO is listed at level 0, with direct reports (the Executive team) at level -1 and their direct reports at level -2, and so on.



Key finding 2: Gender composition of governing body

As at 30 June 2021, BreastScreen Victoria has 10 Board members.



BSV’s board consists of 10 members, including the CEO as at 30 June 2021.

BSV’s Chairperson is a Woman. Appointed to the Board in 2017 and subsequently Chairperson in 2020, Dr Elisabet Wreme is an experienced executive with a passion for service and technology.



Dr Elisabet Wreme

BreastScreen Victoria’s Board governance.

Appointments to the board are for a maximum of three years and are subject to approval by the Minister of Health. A board member may be reappointed by the Minister for two additional consecutive terms.

Key finding 3: Pay equity

Employment basis	Median		Median	
	Annualised base salary		Total remuneration	
	Pay gap as %		Pay gap as %	
	Women	Self-Describe	Women	Self-Describe
ALL	31.3%		31.3%	
Full-time permanent/ongoing	4.3%		4.3%	
Full-time contract (fixed-term)	35.0%		35.0%	
Part-time permanent/ongoing				
Part-time contract (fixed-term)				
Casual	11.9%		11.9%	

The above table indicates there is a 35% pay gap between the 4 men and 21 women who are employed on a full time contract basis. BSV notes that this small number of men are all employed within IT roles that typically has a higher representation of men in that field/industry. The IT industry overall is currently experiencing a surge in salary expectations as a result of labour shortages and market demand.

Key finding 4: Sexual Harassment

As at 30 June 2021, BreastScreen Victoria had not received any Sexual Harassment complaints.

PMS Question	Favourable “woman” respondents	Favourable “other” respondents
I feel safe to challenge inappropriate behaviour at work	73%	70%
My organisation takes steps to eliminate bullying, harassment and discrimination	81%	60%
My organisation encourages respectful workplace behaviours	96%	80%

BSV is committed to providing a safe and respectful environment for our employees that is free from all forms of sexual harassment, harassment, bullying and discrimination and have a zero tolerance for harassment in any form.

BSV note that only 73% of our women responded favorably to feeling safe to challenge inappropriate behaviour at work. Whilst this exceeds the benchmark for like organisations participating in the People Matters Survey, BSV is taking action to ensure all employees feel safe in the workplace, and supported to challenge and/or seek support against inappropriate behavior should it arise.

Key finding 5: Recruitment and promotion

32 new hires into BSV



26 female (12 full time, 2 part time and 12 casual) **6 male** (5 full time, 1 casual)

35 employment separations from BSV



28 female (10 full time, 8 part time and 10 casual) **7 male** (7 full time)

9 Permanent Promotions



8 female **1 male**

Feedback from the PMS highlighted improvement is needed in the recruitment and promotion processes at BSV and has been included in our action plan.

PMS Question	Favourable “woman” respondents	Favourable “other” respondents
My organisation makes fair recruitment and promotion decisions, based on merit	30%	40%
I feel I have an equal chance at promotion in my organisation	36%	40%
Gender is not a barrier to success in my organisation	85%	90%
Being Aboriginal and/or Torres Strait Islander is not a barrier to success in my organisation	79%	70%
Cultural background is not a barrier to success in my organisation	87%	80%
Sexual orientation is not a barrier to success in my organisation	94%	85%
Disability is not a barrier to success in my organisation	75%	65%
Age is not a barrier to success in my organisation	87%	75%

Key finding 6: Leave and flexibility

During the reporting period BSV required employees to work remotely. During the short period(s) where restrictions eased and employees were permitted to work in the office, BSV enabled employees to choose to continue working from home or in the office. No formal flexible work arrangements were made with individuals during the pandemic as individuals were encouraged to discuss flexible working arrangements with their manager.

During the reporting period two part time women and one full time male accessed parental leave. All three employees returned to work at the completion of their leave.

No employees accessed family violence leave.

BSV would like to see employees accessing appropriate leave when required and will work towards improving awareness for both employees and their managers, and to promote all leave types and options as alternatives to personal leave.



PMS Question	Favourable “woman” respondents	Favourable “other” respondents
My organisation would support me if I needed to take family violence leave	81%	85%
I am confident that if I requested a flexible work arrangement, it would be given due consideration	73%	85%
My organisation supports employees with family or other caring responsibilities, regardless of gender	79%	75%
I have the flexibility I need to manage my work and non-work activities and responsibilities	84%	80%
Using flexible work arrangements is not a barrier to success in my organisation	69%	65%
Having caring responsibilities is not a barrier to success in my organisation	72%	65%
Having family responsibilities is not a barrier to success in my organisation	73%	65%

Key finding 7: Gendered Segregation

The Gender composition of BSV’s workforce according to ANZSCO major code groups are as follows:

Major Code group	Women	Men
1 - Managers	12	4
2 - Professionals	23	6
3 - Technician/Trades	1	2
4 - Community and personal service	-	-
5 - Clerical and Administrative	62	-
6 - Sales	-	-
7 - Machinery operators / drivers	-	-
8 - Labourers	-	-

Employee feedback from the 2021 PMS (below) indicates BSV do not segregate work based on gender.

PMS Question	Favourable “woman” respondents	Favourable “other” respondents
In my workgroup work is allocated fairly, regardless of gender	91%	90%
My organisation uses inclusive and respectful images and language	96%	90%

Our Plan of Action

BreastScreen Victoria's inaugural action plan has a focus on building the foundations for benchmarking and effectively measuring future improvements. This will be achieved by setting up systems that allow for the collection and reporting of quality and meaningful data and through the development of policy and processes that will enable change to occur.

Focus Areas	Action	Timeframe
1. Gender composition of Workforce	1.1 Enable reporting systems to allow voluntary disclosure of sensitive information.	Dec 2022
	1.2 Engage and encourage employees to update diversity information	Dec 2023
2. Sexual Harassment in the workplace	2.1 Review and enhance existing Harassment, Bullying and Discrimination Policy to ensure it references the positive obligations in the Occupational Health and Safety Act 2004.	Dec 2022
	2.2 Enhance Orientation and Induction processes to ensure new employees are explicitly aware of BSV's Zero tolerance approach to sexual harassment and the process to report and seek support if sexual harassment is experienced.	Dec 2022
	2.3 Plan and conduct training sessions for existing employees on BSV's Zero tolerance approach to sexual harassment and the process to report and seek support if sexual harassment is experienced.	Jun 2023
	2.4 Strengthen and promote contact officer program. Positive obligations are more than fixing issues as they arise – it means creating an environment where unfair treatment / behavior does not occur in the first place.	Jun 2023
3. Recruitment and Promotion	3.1 Develop and communicate BSV recruitment process for internal and external candidates, including process for advertising opportunities.	Dec 2023
	3.2 Develop and communicate a transparent process for secondment and acting opportunities.	Dec 2023
4. Flexible work and access to leave	4.1 Review existing flexible work policy.	Dec 2022
	4.2 Communicate and ensure understanding of policy and other "informal" flexible working arrangements.	Mar 2023
	4.3 Communicate and ensure understanding of leave available under Enterprise Agreement, including Parental leave, Family Violence leave, Ceremonial leave and Personal/Carers leave.	Oct 2023
	4.4 Educate leaders on what entitlements employees have and how to support/respond to employee requests for Family Violence leave, flexible working arrangements or other special leave.	Oct 2023

Keeping our plan alive

BSV's commitment to gender equality will be supported and enabled through the People and Culture team.

We will ensure People and Culture resourcing is increased to deliver actions under this plan. This includes additional support for diversity and inclusion initiatives, and Learning and Development. Funding for initiatives in the action plan have been funded as part of the 2022/23 Budget.

The ongoing monitoring, evaluation and consultation of the gender equity action plan will be reported to the Diversity and Inclusion Committee, Staffing Committee and BSV's Board of Management on a regular basis.

Together, we look forward to the ongoing reporting of the positive impact our work has made to improve gender equality at BreastScreen Victoria.





August 2022
© BreastScreen Victoria 2022

Produced by:
BreastScreen Victoria Coordination Unit
Level 1, 31 Pelham Street
Carlton South
Victoria 3053

breastscreen.org.au

BreastScreen
Victoria