

REPORT

CENTRES OF EXCELLENCE STAGE FIVE WORKSHOP

SOUTH AFRICA

COUNCIL: CAPE WINELANDS DISTRICT MUNICIPALITY



DATES: 30 JULY – 3 AUGUST 2012
VENUE: PAARL EAST THUSONG CENTRE



Workshop participants at the Cape Winelands District Municipality Stage four and five workshop

Table of contents

Executive summary	3
Objectives of the workshop	3
Background	3
Process and activities	5
Way forward	10
Challenges	10
Outputs	10
Annexes	
A – Programme	11
B – Participants list	13
C – Gender action plan	15
D– Summative workshop evaluation	47

Executive summary

This is a report on the proceedings of the Centres of Excellence for Gender Mainstreaming in Local Government stage four and five workshops held from 30 July – 3 August 2012 at the Paarl East Thusong Centre with participants (councillors and officials) from the Cape Winelands District Municipality, Breede Valley Local Municipality, Drakenstein Local Municipality, community members and civil society organisations.

Participants contributed to the development of a comprehensive gender and GBV action plan which will operate as a guide to the municipality to fulfil its commitments to gender equality as set out in the SADC protocol on gender and development.

The objectives of the workshop included:

- To raise awareness in communities of the COE process; obtain their buy-in and participation.
- To equip participants with the provisions made in the SADC protocol on gender and development.
- Build knowledge and skills in key sector areas such as understanding the difference between sex and gender, stereotypes, local economic development, climate change, HIV and AIDS, care work and GBV and to apply knowledge to the development of an action plan Gender and the economy
- To help the municipality draft a gender and GBV action plan that is aligned to the targets of the SADC protocol on gender and development.

See the full workshop programme attached at **Annex A**.

The workshop was attended by a number of council members as well as representatives from civil society in total 26 participants comprising of (2 men and 23 women) attended the workshop see **Annex B**.

The draft Gender Action Plan for the Cape Winelands District Municipality that was produced by the participants is attached at **Annex C**.

The participants evaluated the workshop as having been an enlightening workshop. A summarised version of the evaluation forms is attached at the end of this report as **Annex D**.

Background

In 2003, GL undertook the first comprehensive study of the impact of women in politics in Southern Africa. One of the key findings of "*Ringling up the Changes, Gender in Politics in Southern Africa*" was that local government is a sadly neglected area of the gender and governance discourse. Taking heed of this finding, GL conducted groundbreaking research in 2006/2007, *At the Coalface, Gender and Local Government* covering South Africa, Lesotho, Mauritius and Namibia.

A key finding of this study was that few practical steps have been taken to mainstream gender in this tier of government or to build the capacity of councillors to lead this process. The study has since been extended to nine countries. In terms of process, once the research reports have been written up, GL hosts launch and strategy workshops in the respective countries with key stakeholders and partners,

ideally the local government associations of that particular country to map out a way forward of how to roll out the strategy and host Gender and GBV action plan workshops. The launches are then followed by Gender and GBV action plan workshops that are held at a provincial, regional or district, level to ensure that all councils have gender action plans.

Key findings of the study within South Africa indicated that quotas were essential to promote the active participation of women and decision making at local level. Furthermore the research indicated through quantitative data gathered through questionnaires, highlighted the fact that women continued to face barriers that affected their full participation at local level. In addition to these findings it was also established that gender is not mainstreamed into the performance agreements of key functionaries at local level to ensure transformation.

The Centres of Excellence (COE) for Gender Mainstreaming in Local Government concept is a follow up to the gender and local government research, strategies and Gender and GBV action plan roll-out that took place from 2007 – 2010 across municipalities in the SADC region that Gender Links (GL) has been working with. The COE's bring the SADC Protocol on Gender and Development to the coalface through gender policies and action plans with flagship programmes to end gender violence as well as promote local economic development and green municipalities. From an initial 100 municipalities the initiative will now be cascaded to another 200 Councils by 2014.

The COE process involves sustained interventions that bring together policy, implementation and capacity building through on-the-job training, monitoring and evaluation and the sharing of good practices at the annual Gender Justice and Local Government Summit. The approach builds on experience that GL has gained over several years working at the local level on developing and implementing gender policies and action plans through a six stage processes that has now been extended to a ten stage process. New modules on conflict resolution, care work, local economic development, climate change and IT have been added to the initial COE process.

Objectives of the COE process

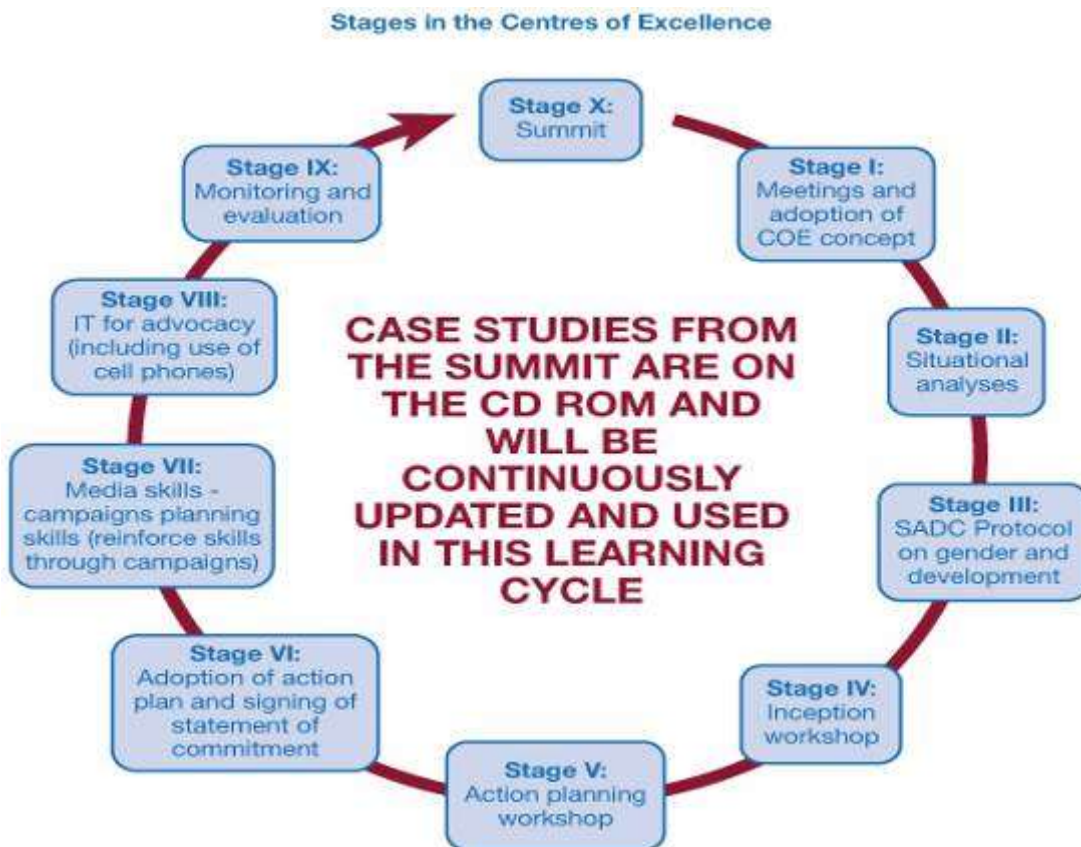
To integrate gender into the work of local government through sustained interventions in at least 300 councils by 2014 through:

- ***Political support:*** Getting buy-in at decision-making level.
- ***An evidence-based approach:*** Conducting a situation analysis that is council-specific and will help to address the needs of that council.
- ***Context specific interventions:*** Conducting council-specific gender and action plan workshops that localise national and district gender policies and action plans.
- ***Community mobilisation:*** SADC Gender Protocol village level workshops that familiarise communities with the provisions of the sub-regional instrument and empower them to hold their council's accountable.
- ***Capacity building*** through on-the-job training with council officials and political leaders.
- ***Application of skills:*** Assisting councils and communities to apply these new skills through running major campaigns, e.g. 365 Days to End Gender Violence; the 50/50 campaign etc.

- **Monitoring and evaluation:** Administration of scorecards and other monitoring and evaluation tools that can be used to measure change in the immediate, medium and long terms.
- **Knowledge creation and dissemination:** Working to gather and disseminate best practises, case studies, etc that can be presented at the annual gender justice and local government summit and awards that provide councils and communities with a platform to learn from each other on empowering women and ending violence at the local level.
- **Cascading the COE's:** GL is working with local government associations across the region on innovative strategies for cascading the COE's that include working through gender focal points of the associations and peer support.

Stages to be covered:

The stages covered are illustrated in the diagram:



Process and activities

During the five days the participants examined the content of the SADC protocol on Gender and Development, with a focus on various content including basic concepts of gender, sex, gender equality, gender equity, conflict resolution, gender and the economy, local economic development, climate change and sustainable development and GBV - which will be used it as a basis for composing a local gender action plan for local government and civil society. The gender action plan will be used as a tool for advocating and promoting the gender mainstreaming ideals of the Cape Winelands municipality and civil society.

Welcome and opening

The workshop was officially opened by the GL facilitator and a background was given about work done with the Cape Winelands council to date. Workshop objectives were shared, ground rules set and participants also shared their expectations of the workshops.

Key gender concepts

Through an interactive session, participants were taken through a very practical way of understanding what the difference between sex, gender and stereotypes is. This module stirred a lot of debate and participants were able to share their own examples and experiences.

Gender, governance and transformative leadership

This module allowed participants to look at issues of access, participation and transformation. Participants did short skits on their experiences around the content and what kept women out of participating freely at the local level and the female councillors shared their experiences as well.

When asked what makes a good leader, some characteristics included:

- Follower
- Listener
- Self respect
- Mutual respect
- Willing to learn
- Sympathy
- Empathy
- Practise what they preach
- Servant
- Accepts criticism
- Charismatic
- Multi-tasking
- Emotional
- Hands-on



Sex, gender and stereotypes exercise

What do communities expect from their leaders?	How can communities contribute to good leadership? What role can they play?	What are the problems associated with leadership?
<ul style="list-style-type: none"> • Honesty • Trust • Transparency • Service delivery • Feedback • Be a good listener • Visibility 	<ul style="list-style-type: none"> • Participate • Listen • Cooperate • Support • Keep leaders accountable • Be proactive 	<ul style="list-style-type: none"> • Dishonesty • Jealousy among women leaders • Corruption • Favouritism • Nepotism

What do communities expect from their leaders?	How can communities contribute to good leadership? What role can they play?	What are the problems associated with leadership?
<ul style="list-style-type: none"> Accountable 		<ul style="list-style-type: none"> Lack of transparency Capacity

Conflict resolution

This was one of the new modules that were introduced to the participants in the workshop. This was an interactive exercise which involved reading a case study and displaying an enactment of reactions through role play. This was then followed up with a discussion on the different types of conflict at local government and community level including the gendered dimensions of peace building.

This was a very interactive session as participants as both officials and communities could share their experiences around types of conflict as they relate to the local level.



Participants giving feedback during group work

Furthermore the role plays generated strong discussions on council processes and procedures and the limited integrated manner and approach to which conflict resolution was often handled. With regards to equal representation and participation in peace building processes, and conflict resolution

Gender policy and planning concepts

Gender and the economy

Participants were given exercises to do in groups on gender, the economy and budgets. While discussing gender and the economy participants came up with the following points:

- The daily work that women perform is not being acknowledged by their male counterparts in the private and public sphere
- Policies that are in existence often do not ensure that they will function in a manner which will be beneficial to women.
- Women tend to be underpaid than men
- Economic opportunities should be granted to women and men on an equal basis.

Examples of care work highlighted in the Cape Winelands district included housekeeping, running food gardens, soup kitchens, being on school bodies,

neighbourhood watches, police and youth forums, NGO volunteers, health care workers and ward committee members.

The aim of the exercises were to demonstrate and inform participants with the knowledge of the SADC Protocol which makes clear guidelines for the provisions in terms of policies and legislative frameworks that should be instituted to ease the multiple burden of the roles played by women.

HIV/AIDS and Care work

The reasons why participants felt care workers should be paid included:

- Care work is health work, specialised work
- Care workers often have to leave their families behind; this also put them at risk of contracting illnesses like TB, etc.
- Care workers should receive a 'danger allowance', as they often put their lives at risk.
- Care workers deserve recognition for the sacrifices that they make.

Gender and local economic development

The module on gender and local economic development unpacked the role in which local government can ensure that there are economic opportunities created for women and men. The participants further identified some gaps in which there are limitations for economic development, the following were identified as some of the key factors

- No follow up training with regard to empowerment initiatives
- Inadequate financial support for initiatives led by women and entrepreneurs
- Minimal representation of women on decision-making structures
- Practical implementations of policies are not always reinforced accordingly to ensure that women benefit equally

Direct and indirect inputs that the participants felt the councils could make:

Direct	Indirect
<ul style="list-style-type: none"> • Improve service delivery • LED assistance • Language, documents should be in the vernacular languages • More education and training on LED issues • Access to information, including newsletters, pamphlets, etc. • Council should make transport available to women • Notices of meetings should be sent out timeously • More job oppurtunities • Community consultation 	<ul style="list-style-type: none"> • Safe spaces for women traders • Basic service delivery, including water, electricity, sanitation

It was also noted that the council needed to play a more visible and prominent role with strengthening the existing local economic development unit within the council,

through existing partnerships with Red Door (Local Economic Development) Initiatives.

Gender, climate change and sustainable development

The gender, climate change and sustainable development module aimed to capacitate the participants understanding around the key concepts of climate change, as well as the gendered dimensions.

Participants were given exercises to do in groups and key concepts were discussed in plenary which formed the basis of the exercise. Further more the participants analysed how the issue of climate change impacted on their immediate settings in the Cape Winelands district, whilst also thinking about the global influence of climate change. From the discussions it was



Feedback during plenary

clear that the council is already doing work around climate change and there is definitely more possibilities to do more around climate change including more awareness raising sessions, working with local organisations in the community that works on climate change issues, etc.

Gender based violence

The brief module on GBV created a lot of discussion among the participants. From the discussions it was clear that GBV is an issue for the Cape Winelands and the types of GBV that was rife includes:

- Rape
- Sexual abuse
- Physical abuse
- Domestic violence
- Emotional abuse
- Verbal abuse
- Teenage pregnancy
- Child neglect

The municipality has GBV programmes that include:

- A 16 Days programme (annual)
- Support to community based organisations who do work on GBV
- Support to the Eerste Begin shelter for women and children.

SADC Protocol on Gender and Development

The SADC protocol on gender and development module stirred a lot of debate around what the council is doing around ensuring that they meeting the 28 targets of the Protocol.

The participants administered the quiz and a discussion was help afterwards whilst going through the correct answers.



Discussions taking place in groups

The citizen's scorecard was also administered and there were continuous debates around what the council thought they were doing and what the community actually though they were doing.

Developing a gender action plan

A draft gender action plan for the Cape Winelands District Municipality that was was compiled at **Annex C**. the local municipalities present at the workshop also made inputs into the district plan.

Way Forward

- GL is to send the workshop report and action plan to Thembeke and Faith of the Cape Winelands District by Friday, 10 August.
- The action plan will tabled at the next council meeting scheduled for September – the exact date to be confirmed by 10 August.
- Local municipalities interested in becoming COEs should send GL an official email to agree on dates.
- Stages seven and eight to take place by October 2012.

Challenges

- The council has no gender management system in place to ensure that gender is mainstreamed. One staff member is currently running with all gender related initiatives and she also has other key performance areas.
- Because of the by-elections that took place on Wednesday, 1 August, some councillors were not able to attend the full five days of the workshop.
- Some officials were also not able to attend the full five days of the workshop due to month end activities.

Closing remarks

Officials from the various municipalities thanked Gender Links as well as the participants for making the workshop a success. They further encouraged all the participants to implement what they had learnt in their communities and in their various respective areas of work.

Outputs

A draft gender action plan was completed during the workshop.

Annex A: Programme

**CAPE WINELANDS DISTRICT MUNICIPALITY
30 JULY – 3 AUGUST**

DAY/TIME	ACTIVITY	TIME	WHO
DAY ONE: MONDAY, 30 JULY 2012			
8:00 – 8:30	Registration	30 min	
8:30 – 8:45	Opening	15 min	
8:45 – 9:00	Introductions and objectives Expectations from participants To develop guidelines of participation Eyes and Ears	15 min	
Key gender concepts			
9:00 – 10:30	Sex and gender	1 hr 30 min	
10:30 – 11:00	<i>TEA</i>		
11:00 – 13:00	Group work on stereotypes	2 hrs	
	Report back		
13:00 – 14:00	<i>LUNCH</i>		
Gender, governance and transformative leadership			
14:00 – 15:30	Access, participation, transformative leadership Group work (role plays)	1 hr 30 min	
	Report back		
15.30 -16:00	<i>TEA</i>		
16:00 – 17:00	<i>At the Coalface</i> DVD Plenary discussions	1 hr	
17:00	<i>CLOSURE</i>		
DAY TWO: TUESDAY, 31 JULY 2012			
8:00 – 8:30	Reflections, Eyes and ears		
Conflict resolution			
8:30 – 10:00	What is conflict? Conflict at the local level Resolving conflict	1 hr 30 min	
10:00 – 10:30	<i>TEA</i>		
10:30 – 11:30	Mayoral address – Mayor of Drakenstein Municipality	1 hr	
Gender policy and planning concepts			
11:30 – 13:00	Practical and strategic needs Gender mainstreaming Gender blind and gender aware policies	1 hr 30 min	
13:00 – 14:00	<i>LUNCH</i>		
14:00 – 15:00	Gender disaggregated data	1 hour	
15:0 – 15:30	<i>TEA</i>		
15:30 – 17:00	Gender budgeting	1 hr 30 min	
DAY THREE: WEDNESDAY, 1 AUGUST 2012			
8:00 – 8:30	Reflections, Eyes and ears		
Gender and the economy			
8:30 – 10:00	The unwaged work of women	1 hr 30 min	
10:00 – 10:30	<i>TEA</i>		
10:30 – 13:00	Care work	2 hr 30 min	
13:00 – 14:00	<i>TEA</i>		

DAY/TIME	ACTIVITY	TIME	WHO
Local Economic Development			
14:00 – 15:30	Gender and local economic development Strategies for local economic development	1 hr 30 min	
15:30 – 16:00	<i>TEA</i>		
16:00 – 17:00	Gender and local economic development Strategies for local economic development (continues...)	1 hr	
17:00	<i>CLOSURE</i>		
DAY FOUR: THURSDAY, 2 AUGUST 2012			
8:00 – 8:30	Reflections, Eyes and ears		
Sustainable Development (Climate Change)			
8:30 – 10:00	Definitions / background Impact of climate change on gender	1 hr 30 min	
10:00 – 10:30	<i>TEA</i>		
Gender Based Violence			
10:30 – 13:00	Key GBV provisions in the SADC Protocol on Gender and Development GBV as a key service delivery issue	2 hr 30 min	
13:00 – 14:00	<i>LUNCH</i>		
Developing a Gender Action plan			
14:00 – 15:30	Exercise: Key gender issues in local government	1 hr 30 min	
15:30 – 16:00	<i>TEA</i>		
16:00 – 17:00	Developing a gender and GBV action plan	1 hr	
17:00	<i>CLOSURE</i>		
DAY FIVE: FRIDAY, 3 AUGUST 2012			
8:00 – 8:30	Reflections, Eyes and ears		
8:30 – 10:00	Developing a gender and GBV action plan	1 hr 30 min	
10:00 – 10:30	<i>TEA</i>		
Prioritising the action plans			
10:30 – 12:00	Prioritising the action plans	1 hr 30 min	
12:00 – 12:30	Agreement on gender task team to finalise plan	30 min	
12:30 – 13:00	Closure, way forward and agreement on how the plan is to be adopted	30 min	
13:00 – 14:00	<i>LUNCH</i>		

Annex B: Participants List

**VENUE: PAARL EAST THUSONG CENTRE
DATE: 30 JULY – 3 AUGUST 2012**

#	NAME	SEX	ORGANISATION	POSITION	PHONE	E-MAIL
1.	Lutisia Darries	F	Drakenstein local municipality	Councillor	0824978576	lutisiadaries@gmail.com
2.	Esmerelda Pekeur	F	Breede Valley local municipality	EPWP and CWP coordinator	072 272 7880 / 023 348 4985	epekeur@bvm.gov.za
3.	Ntombomzi Phyllis Phangwa	F	Breede Valley local municipality	KR Clerk	023 348 4956	npphangwa@bvm.gov.za
4.	Xoliswa Mdemka	F	Cape Winelands district municipality	Councillor	021 888 5103	mdemka@capewinelands.gov.za
5.	Lenie Borrings	F	Ward committee		073 164 3783	
6.	Ewie Gouws	F	Drakenstein local municipality	Councillor	082 447 9711	
7.	Prudence January	F	Cape Winelands district municipality	Official	079 512 7050	prudence@capewinelands.gov.za
8.	Christo Swart	M	Cape Winelands district municipality	Official	082 378 4443	christo@capewinelands.gov.za
9.	Belinda Leggett	F	Safmarine		083 495 1334	
10.	Hazel Mkabile	F	Mbekweni Thusong		072 142 3193	
11.	Christopher Morris	M	Safmarine		076 548 8917	
12.	Ziyanda Mapolisa	F	Mbekweni Thusong		073 907 3764	
13.	Theresa Khohlili	F	Cape Winelands district municipality		073 907 3764	
14.	Angeline Solomon	F	Dalevely Eldery	Coordinator	078 620 2699	

#	NAME	SEX	ORGANISATION	POSITION	PHONE	E-MAIL
15.	Rozette Du Toit	F	Stellenbosch local municipality	Councillor	072 218 2266	rozettedt@stellenbosch.org
16.	Jacqueline Maliti	F	Drakenstein local municipality	Official	083 552 2922	Jacqueline.maliti@capewinelands.gov.za
17.	Thembeke Natu	F	Cape Winelands district municipality	Official	021 888 5157	thembeke@capewinelands.gov.za
18.	Eunice Marshall	F	Cape Winelands district municipality	Official	021 870 3242	Eunice@capewinelands.gov.za
19.	Marinda Muller	F	Witzenberg local municipality	Official	079 934 9455	marinda@witzenberg.gov.za
20.	Lea Salmon	F	Witzenberg local municipality	Councillor	083 437 8400	lsalmon@witzenberg.gov.za
21.	Ester Kearns	F	Drakenstein local municipality	Councillor	082 566 6794	Ester.kearns@drakenstein.gov.za
22.	Antoinette Van Breda	F	Drakenstein local municipality		079 463 4367	
23.	Dirico Bock	M	Safmarine		073 450 7962	
24.	Marlene Cupido	F	Drakenstein local municipality		072 871 5662	
25.	Yolanda Madolo	F			074 318 4325	
26.	Elizabeth Nicolas	F	Cape Winelands district municipality	Official	082 960 1849	Elizabeth@capewinelands.gov.za

ATTENDANCE STATISTICS BY GENDER

FEMALE	23	88%
MALES	3	12%
TOTAL	26	100%

Annex C: CAPE WINELANDS DISTRICT MUNICIPALITY GENDER AND GBV ACTION PLAN

CAPE WINELANDS DISTRICT MUNICIPALITY GENDER AND GBV ACTION PLAN

The fields to be completed are:

- **Why** - What is the objective; starting point, answer the questions?
- **What is the indicator** –How will progress towards achievement of this target be measured; for example percentage increase in women's representation.
- **What is the action** – What needs to be done for the target to be achieved?
- **Who** –Which department/s unit/s is responsible of the action?
- **When** – What is the timeframe in which this action should be completed?
- **Budget** – What financial resources are required for this action to be completed?

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
GENDER POLICY FRAMEWORK								
Increase council's level of awareness around national, regional, international commitments that the country has made especially the SADC Protocol on Gender and Development and the National Gender Policy	1 District and 1 Local Municipalities aware	Laws and policies are accompanied by public awareness campaigns to demonstrate link between equal representation participation of men and women to democracy, good governance and citizen participation.	1 District and 5 Local Councils informed, trained and providing continuous feedback Public and wards informed and trained about laws and policies	Information Sessions Training Workshops Continuous Feedback Sessions Public and Ward Committee Meetings per municipal area per ward (IDP	6 Information Sessions held 6 Training Workshops held 12 Feedback Sessions held Public and Ward Committee Meetings per municipal area per ward (IDP	Gender Links Each Council Ward Committees and Councillors Department Social Development and other welfare organisations	31 October 2012-28 February 2013	R 100 000 per municipal area

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
				Meetings)	Meetings)	Child Welfare, ACVV SAPS Shelters, community support groups and community centres and churches in the District per municipal area Neighbourhood watches Community Policing Forums		
Ensure that there is there is a gender policy in the council and it is implemented.	No gender policy implemented	Laws and policies put in place to enable women to have equal opportunities with men to participate	1 District and 5 Local Municipalities have a gender policy framework drafted and approved	Information sessions re. drafting of gender framework pertaining to each municipal area Drafting gender framework for District and 5 Local Municipalities	6 Information sessions held 3 Sessions held per District and Municipal area for drafting gender framework 2 Sessions held per District and Municipal area for adoption of gender	Gender Links Each Council Ward Committees and Councillors Neighbourhood watches Community Policing Forums	1-31 March 2013	R50 000 per municipal area

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
				Approved gender framework for District and 5 Local Municipalities Gender framework implemented in District and 5 Local Municipalities	framework Ongoing	Department Social Development and other welfare organisations Child Welfare, ACVV SAPS Shelters, community support groups and community centres in the District per municipal area Neighbourhood watches Community Policing Forums		
Gender issues are given a high political profile by the Council and has a political champion	6 Portfolio Councillors at the District and 5 Local Municipalities and Ward Councillors dealing/looking at women issues		6 Portfolio Councillors at the District and 5 Local Municipalities and Ward Councillors dealing/looking at women issues	Include issues of gender at the monthly ward committee meetings and quarterly public meetings	Ward Committee meetings per month and quarterly public meetings Ward committee meetings per Quarter	Portfolio Councillor Ward Councillor Ward Committees Public in wards	Ongoing	R 50 000 per financial year
GOVERNANCE								
Representation								

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
To increase the representation of women councillors in the next elections to ensure that the SADC target of 50% women in local government is achieved by 2015.	Not sure of amount	At least fifty percent of decision-making positions in public and private sectors are held by women; affirmative action measures in effect.	50% Women Councillors	Women involved in politics drive the agenda of women and gender issues more fiercely	Political Meetings Per month/per request	Women representatives in politics	Ongoing	R0
To ensure that women are equally represented in leadership positions in the Council.	Not sure of amount	Policies, strategies, and programmes for building capacity of women to participate effectively through leadership and gender sensitivity training and mentoring.	At least 1 gender policy per District Council and 5 Local Councils At least 1 gender strategy per District Council and 5 Local Councils A range of capacity building programmes and mentoring	1 Gender policy implemented per District Council and 5 Local Councils 1 Gender strategy implemented per District Council and 5 Local Councils Organising and attending capacity building programmes and mentorship	6 Sessions for adoption of policy 6 Sessions for adoption of strategy 2 Programmes per municipal area and 1 per district	Organisations dealing with Gender empowerment Councils and relevant departments such as Social Development Department Social Development SAPS Community organisations	October 2012- March 2013	R 100 000 per municipal area
To educate communities and raise awareness about the importance of women's equal representation in	Not aware	Legislative measures and public awareness campaigns to emphasise that women's representation and participation are an	Communities in 5 municipal areas including district aware of equal participation	Public awareness sessions and campaigns in 5 municipal areas including district	2 Public awareness sessions and campaigns per municipal area and district	Public Organisations working with gender empowerment	Ongoing	R 100 000 per municipal area and district

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
local councils		important component of democracy and good governance.				Councils		
Political participation								
To increase participation by women because their concerns are often sidelined or overshadowed by political party concerns.	Not aware	Policies, strategies and programmes for the establishment and strengthening of structures to enhance gender mainstreaming.	Platform created for multiparty women caucus per municipal area and district	Have meetings within the different political parties per municipal area per constituency	Meetings per political party per municipal area per constituency	Political party heads Women in Politics	October-November 2012	R0
	Not aware		Identify if other women caucuses exist Platform created for networking sessions with identified women caucuses per district	Have meetings within the different political parties per district per women caucuses	Meetings and networking sessions per political party per district per women caucuses	Political party heads per district with women caucuses Women in Politics	November 2012	R 20 000 per networking sessions
To empower women councillors to advocate for gender equality	Not aware of.	Policies, strategies and programmes for building the capacity of women to participate effectively through leadership and gender sensitivity training and mentoring.	5 Skills audits done per municipal area including a comprehensive District audit	Door to door campaigns to do skills audits and community meetings	Door to door campaigns per ward per municipal area and community meetings per ward	Service Provider to do skills audit Community Development workers Ward committee members and Councillors Councils of 5 Municipal	January-April 2013	R100 000 per municipal area

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
						areas including District		
	Training done in CWDM and Witzenberg Municipality		Training sessions and capacity building programmes in District Council and 5 Local Councils	4 Training sessions (Stellenbosch, Breede Valley, Langeberg and Drakenstein) held	4 Training sessions to be held in Stellenbosch, Langeberg, Breede Valley and Drakenstein)	Organisations providing gender empowerment training Councillors and ward committees Communities	January-March 2013	R100 000 per municipal area
To empower men on gender issues and mobilise their support.	Training done in CWDM and Witzenberg	Ensure the inclusion of men in all gender related activities, including gender training and community mobilisation.	Training sessions held with men in the District and 5 Councils	Training sessions to be organised with men in the District and 5 Local Municipal areas	District wide -6 Training sessions	Organisations working with gender empowerment Councillors and ward committees Communities	November 2012- March 2013	R 100 000 per municipal areae
	Not aware of		Dialogue sessions held with male Councillors	Dialogue sessions with male Councillors in all 5 Municipal councils, the District Councils and ward councillors per municipal area per ward	District wide-Ongoing	Organisations working with gender empowerment Councillors and ward committees Communities	October 2012- February 2013	R50 000 per municipal area
Public participation								
To ensure that	Not aware of the	At least 50 percent of	50% of all	Have	District wide-	Ward	September	R 100 000

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
women and men participate equally in local government and community matters	exact amount, in Drakenstein women are mostly represented in the ward committees	decision-making positions in public and private sectors are held by women; affirmative action measures in effect.	ward committees are represented by women per municipal area	information sessions to explain to women in the communities to become part of the ward committees	Several Information sessions	Councillors Ward committees Interested Women in the Communities Organisations involved in working with gender empowerment and training	2012-February 2013	per municipal area
	Not aware	Women and men participate equally in all governance structures.	Gender disaggregated statistics made available at consultative meetings	Awareness meetings Processes to gather statistics from relevant organisations	District wide	Councils Ward committees Gender awareness organisations	Ongoing	R0
	Not aware of	Ensure the inclusion of men in all gender related activities, including gender training and community mobilisation.	Gender training sessions and workshops held with men groups	Gender training sessions and workshops held in the District with men's groups	District wide	Ward Committees Department Social Development Churches and community organisations Community Policing Forums Schools	September 2012-February 2013	R100 000 per municipal area
PLANNING								

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
To ensure that targeted planning and service delivery takes place in the council women are consulted equally in policy-making processes.	Not aware but women's input is surely heard		Minute input of women regarding policies	Having documents which reflects women councillors and ward councillors input and suggestions regarding policies and its implementation	District wide	Councils Women Councillors Women ward councillors Organisations providing gender empowerment training etc.	Ongoing	R 10 000 per ward committee per municipal area
To ensure that women are consulted about their needs when drawing up Council plans.	Not aware of gender desk	Equal participation of women and men in policy formulation and implementation of economic policies.	Had consultative meetings and sessions with women regarding drawing up of council plans	Having meetings which documents women councillors and ward councillors input and suggestions regarding Council plans and strategic planning	District wide	Councils Women Councillors Women ward councillors Organisations providing gender empowerment training etc.	Ongoing	R10 000 per ward committee per municipal area
MAINSTREAMING GENDER INTO EXISTING PROGRAMMES								
Local economic development – The economy and job creation								
To facilitate access to equal employment opportunities	There is gender disaggregated data on jobs created through Council activities	Equal opportunity: ensure that women and men have an equal chance to participate in and implement economic decisions and policies.	Two meetings with stakeholders	Training of stakeholders, How to register on the database finance.	Workshop	Department of Trade and Industry	October-November 2012	R150,000.00
To provide gender aware support to the	No baseline data available	Trade and informal sector: adopt policies	Meeting with Hawkers	Identify and provide trade	Meeting informal sector	Council	October-November	R50.000.00

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
informal sector		and enact laws, which ensure equal access, benefits and opportunities for women and men in trade and entrepreneurship; take into account the contribution of women in the formal and informal sectors.		space	Database informal women traders		2012	
To ensure that women and men have equal access to financial resources	Council provides training and information session on how to access finance	Policies and laws that determine access to, control of, and benefit from productive resources by women in order to ensure that women have equal access and rights to credit, capital, mortgages, security and training as men.	Referral to different departments and using information flyers, banks	Call a public meeting	Meeting Seed funding	Council with SEDA Provincial Department Economic Development and Tourism		5 000
To ensure that women and men have equal access to new technologies for improving the efficiency of their enterprises.	Council do have a gender aware technology schemes to assist LED.	Ensure that women and men have access to modern, appropriate and affordable technology and support services.	To ensure that all departments have a Gender representative	Internal Stakeholder meetings There should be three meetings scheduled	First meeting- Informative Second meeting elections or nomination Third meeting should be implementation Internet/Information Kiosk	Council and all departmental Officials representatives	October'12- November '12	R3.000.00
Procurement								

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
To ensure that women benefit equally from the procurement processes which they have historically been excluded from.	Council tenders over the last year went to women. There is a policy and point system in place to redress gaps.	Women benefit equally from economic opportunities, including those created through public procurement policies.	More women get tender when it comes to procurement	Young women to be provided relevant training	Workshop Training	NYDA, EPWP, L WCP and learnerships	Oct'12- Nov'12	R5.000.00
CLIMATE CHANGE AND SUSTAINABLE DEVELOPMENT								
Ensure that the council understand the effects of climate change and they address the effects through instilling measures to address the negative impact of climate change	A gender aware audit is conducted with reference to climate change and its effects and or likely effects?	Laws and policies: review all policies and laws that determine whether women can access, control, and benefit from, productive resources.	More women are being placed in power and decision making positions	Draft climate change strategy applicable to Drakenstein area	Appoint service provider Relevant Department	Council SALGA	Jan-March 2013	R 30 000
To involve women, as key stewards of the environment, in environmental preservation	Women are being involved in drawing up policies and plans for "going green"	Equal participation of women and men in policy formulation and implementation of economic policies.	Council strive to ensure women in Mayoral Committee	Training are provided Capacity building training	Women Councillors Women ward councillors Steering Committee Relevant Department- Women Representatives	Council SALGA	September- October 2012	R 20 000
To involve women in projects and green	There is green business ventures	Women benefit equally from	Women are getting	Advertise tenders	Women entrepreneurs	Provincial Department	October- November	R500 000

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
business ventures, e.g. waste management.	and projects for example Clean and Green	economic opportunities, including those created through public procurement policies.	tenders and work opportunities	targeting women entrepreneurs doing for example waste management and other green initiatives	Projects led by women	Environmental Affairs Cape Nature	2012	
	Gender aware are incorporate in existing disaster management plans	Policy measures to ease the burden of the multiple roles played by women.	Gender sensitivity is priority	More training for women in disaster management and identifying champions	Women in the communities	Council Ward committee DBSA	December 2012- January 2013	R 500 000
INFRASTRUCTURE								
Housing								
To promote the equal rights of women to land tenure	No data on erfs owned by women.	Collect and analyse baseline data against which progress in achieving targets will be monitored.	Do audit on amount of women owning erfs	Make use of what information the Municipality have Campaigns in wards to identify and capture amount of women owning erfs	Women owning erfs in the communities	Council Housing and Planning Department Community Development workers Ward Councillors and Committees	March-April 2013	R 200 000
	There are existing policies that ensure women's access to land	Laws and policies: review all policies and laws that determine whether women can	Adopted policy to ensure women's access to land,	Drafting of policy	Policy adopted by Council	IDP meetings Ward meetings	January-February 2013	R 500 000

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	tenure	access, control, and benefit from, productive resources. Especially with regard to Water and property rights; Land tenure;	property etc.			Public meetings Council meetings		
To women's equal access to housing.	Public participatory consultation process exists in residential design	Laws and policies: review all policies and laws that determine whether women can access, control, and benefit from, productive resources.	Scheduled IDP and Ward meetings	Public meeting to inform the community	Meeting	Council Housing Portfolio for housing committee	Oct'12- Nov'12	R 100 000
Water, sanitation and electricity								
To ensure that women, who are disproportionately affected by inadequate service delivery, are provided with affordable access to basic services	Basic Services are provided for all women and men in the area What services are currently being provided and at what	Laws and policies: Review all policies and laws that determine whether women can access, control, and benefit from, productive resources. Especially with regard to Water and property rights.	Amount of houses receiving basic services in the wards	Do audit to determine lack of houses not receiving basic services	Database on houses receiving and not receiving basic services	Provincial Department of Housing Municipality Relevant Department Ward Councillors and committee Community Development Workers	November 2012-March 2013	R500 000
	Surveys were done		Possible database reflecting information from surveys	Start with a new survey to determine if information is relevant etc.	New and revised database	Provincial Department of Housing Municipality Relevant Department	January 2013-April 2013	R 600 000

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
						Ward Councillors and committee Community Development Workers		
			Need to determine what information Council and other organisations or spheres of Government currently has	Do a survey on current state of service delivery	Have an updated database of current service delivery	Provincial Department of Housing Municipality Relevant Department Ward Councillors and committee Community Development Workers	January 2013- April 2013	R 500 000
HEALTH								
Ensure health facilities are accessible to women	150 Mobile Clinics in CWDM. 5 Municipalities – mostly rural and some urban areas.	Legislative frameworks, policies, programmes and services to enhance gender sensitive, appropriate and affordable quality health care.	50 Mobile clinics to be build before 2015	Source Funding from Provincial Gov Public participation process – meetings, workshops, etc. Tender process Construction process Handover ceremony	50 Mobile clinics by 2015	Council DOH	01 July 2012 – 30 June 2015	R50 M

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
HIV AND AIDS AND CARE WORK								
Prevention								
To establish the gendered dimensions of HIV/AIDS and to raise awareness on the pandemic in the Council.	DATABASE on stats from DOH.	Collect and analyse baseline data against which progress in achieving targets will be monitored.	Establish a more effective database system on HIV/AIDS for Council	Compile a database survey in CWDM Appoint Fieldworkers Conduct Survey in CWDM Statistics Analyse	Effective Database System	Community and Social Dev Dept Gender Committee	30 June 2013	R 500 000
To run gender-aware prevention campaigns	No baseline data available	Develop gender sensitive strategies to prevent new infections.	Continuous programs focusing more on boys and men involvements	Gender Awareness Campaign for boys and men Publize through pamphlets, local newspapers, local radio stations, etc.	Men and Boys Gender Awareness Campaign	Community and Social Dev Dept. Gender Committee	01 July 2013 – 30 June 2014	R 300 000
	No baseline data available		5 Prevention campaigns	Establish coordination committee in all areas	Yearly events on Councils calendar	Community and Social Dev Dept Gender Committee	01 July 2013 – 30 June 2014	R 1 m
	Female condoms available only at pharmacies and some clinics		Female condoms more accessible	Distribution and training of female condoms at clinics, schools, Thusong	Accessibility of female condoms	DOH	01 Septemeber 2012 Ongoing	

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
				centres, etc.				
To ensure that messages of generational sex and multiple partners are addressed	Council's 16 Days Campaign Programme	Programmes take account of the unequal status of women, the particular vulnerability of the girl child as well as harmful practices and biological factors that result in women constituting the majority of those infected and affected by HIV and AIDS.	Promote Campaign more effectively	Publicize campaign for community beneficial in local newspapers, pamphlets, radios, etc.	16 Day Campaign for all citizen	Council Community and Social Dev Dept. Gender Committee	01 July 2013 – 30 June 2014	R 300 000
To raise awareness that there is an increased risk of contracting HIV/AIDS as a result of sexual assault.	No baseline data available	Information on services available to survivors of gender based violence AND Laws on gender based violence provide for the comprehensive testing, treatment and care of survivors of sexual offences, which shall include preventing the onset of sexually transmitted infections.	Functional Committee to drive the campaign	Establish committee focusing on the link between Sexual Abuse and HIV/AIDS	Functional Committee	Dept Social Dev and Councillors	01July-30 June 2013	R100.000

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
To educate women who are not aware of the need to avail themselves of Post Exposure Prophylaxis (PEP) and emergency contraception in the event of a sexual assault.	No baseline data available	Ready access to post exposure prophylaxis at all health facilities to reduce the risk of contracting HIV.	Functional Committee to drive the campaign	Formulate a committee that will work DoH	Accessibility of PEP	Council, DoH	01 July 2013 – 30 June 2014	
To educate women and men on voluntary counselling and testing which is a powerful tool for preventing the spread of HIV/AIDS.	No baseline data available	Collect and analyse baseline data against which progress in achieving targets will be monitored.	Functional Committee to drive the campaign	Formulate a committee that will work DoH	Awareness of VCT	Council, Gender Comm	01 July-30 June 2013	
Treatment								
To address unequal access to treatment; especially inhibitions by men to accessing treatment	No baseline data available	Collect and analyse baseline data against which progress in achieving targets will be monitored.	Functional Committee to drive the campaign	Formulate a committee that will work DoH	Awareness of Treatment	Council, Gender Comm	01 July-30 June 2013	
Care								
Ensure that the council addresses the gendered dimensions of care work	+90% are Women Care Givers	Policies and programmes to ensure appropriate recognition of the work carried out by care givers, the majority of whom are women, the allocation of resources and the psychological support		Support them with skills		Dept of Rural and Social Dev	Ongoing	R500.000

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
		for care givers as well as promote the involvement of men in the care and support of people living with HIV and AIDS.						
	Not in all cases		All Care Givers to receive remuneration	Source funding	Remuneration for Care Givers	Dept of Rural and Social Dev SASSA	Ongoing	R500.000
	What support do care givers receive							
	Yes Home Base Care		ALL Care Givers to receive training	Appoint Accredited Training Providers	Accredited Training	Dept of Rural and Social Dev	Ongoing	R800.000
	No		Involve more men in Care Work	Lobby and mobilize more men	Involvement of men	Committee for Gender	01July-30 June 2013	R100.000
Social development								
To make community and sporting facilities more accessible to women and girls and ensure that they benefit equally from such facilities.	No baseline data available	Collect and analyse baseline data against which progress in achieving targets will be monitored.						
GENDER SPECIFIC PROGRAMMES								
FLAGSHIP PROJECT - ENDING GENDER BASED VIOLENCE								
Prevention								
To contribute to the SADC Gender	No baseline data available	Collect and analyse baseline data against	Decrease the percentage of	Awareness campaigns	100 people 5 workshops	Community members	August - December	R100 000

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
Protocol target of halving gender violence by 2015.		which progress in achieving targets will be monitored.	GBV in the district	Stakeholders workshops Training	50 people	Ngo's, government dept's		
		Integrated approaches, including cross sector structures with the aim of reducing current levels of gender based violence, by half by 2015.	Promote partnership to reach targets	Intergovernmental meetings and agreements with NGO's, SAPS, Local Municipalities, Social Services Dept, Dept of health.	5 meetings	NGO's, SAPS, Local Municipalities, Social Services Dept, Dept of health	August - October	R5000
Public awareness campaigns								
To educate communities to challenge and eradicate gender based violence.	No baseline data available	Introduce and support gender sensitisation and public awareness programmes aimed at changing behaviour and eradicating GBV in all sectors of society.	Awareness and education of community on GBV	Action plays and dramatization of gender violence at schools and community events. Marches against GBV. Motivational speakers. Information sessions.	300 learners 200 community members	Municipalities, Churches Media SAPS, Social Services NGO's	August - December	R50 000
		Ensure the inclusion of men in all gender related activities including gender training and community mobilisation.	Increase male participation	Motivational Speaker to address males.	As much as possible Interested males	Municipalities, Churches Media SAPS, Social Services NGO's	August - October	R2000

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
Response								
To implement actions that are effective in responding to GBV in your council	No baseline data available	Accessible, effective and responsive police, prosecutorial, health, social welfare and other service to redress cases of gender based violence.	Establish more places of safety within other municipalities	Do need assessment.	Identify sites on Municipal property	District and local Municipalities	Ongoing	None
	No baseline data available	Specialised facilities, including support mechanisms for survivors of gender based violence.	Improve facilities and support mechanisms	Audit on available facilities. Suggested Improvement plan Meeting with SAPS	Submission to relevant authority	SAPS Municipalities National Ministry	Ongoing	None
		Community sensitisation programmes regarding available services and resources for survivors of gender based violence.	To improve availability of data.	Establish a database of all relevant support centres for GBV Disseminate information to strategic points easily accessible to community	Notice boards in public places, displaying information	SAPS Municipalities	01 July 2013 – 31 December 2013	R10 000
		Establish special counselling services, legal and police units to provide dedicated and sensitive services to survivors of	Improve facilities and support mechanisms	Audit on available facilities. Suggested Improvement plan	Submission to relevant authority	SAPS Municipalities National Ministry	Ongoing	None

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
		gender-based violence.		Meeting with SAPS				
Support								
To implement a plan and actions that supports survivors of GBV	No baseline data available	Provide specialised facilities, including support mechanisms for survivors of gender-based violence.	Establish more places of safety within other municipalities	Do need assessment.	Identify sites on Municipal property	District and local Municipalities	Ongoing	None
	No baseline data available		Increase amount of counselling facilities	Do need assessment.	Identify sites on Municipal property	District and local Municipalities	Ongoing	None
	No baseline data available		To improve availability of data.	Establish a database of all relevant support centres for GBV Disseminate information to strategic points easily accessible to community	Information Brochures in public places	SAPS Municipalities	01 July 2013 – 31 December 2013	R10 000
Coordination								
To ensure that efforts to address GBV are conducted in a coordinated manner	No baseline data available	Integrated approaches, including cross sector structures with the aim of reducing current levels of gender based violence, by half by 2015.	Establish a multi sector committee for addressing GBV in the local council.	Organise induction meeting for the establishment of the multi sectoral committee	Obtain input from all sectors represented on the committee	Council Concerned Sectors	January 2013 – June 2013	None

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
Budget allocation								
To ensure that Councils commit budget and resources to addressing GBV	No baseline data available		Emphasize importance of budgeting for GBV	IDP inputs	To budget for GBV	Council	annually	R200 000
Monitoring and evaluation								
To ensure that efforts to address GBV are monitored and evaluated		Collect and analyse baseline data against which progress in achieving targets will be monitored.	Record statistics to ensure effective monitoring and evaluation	Statistics be kept to monitor and evaluate progress made.	Yearly Report to council on statistics	Council	Annually	none
Best practices								
To showcase best practices to end GBV			Gender plan must be based on Best practices	Success stories to be incorporated in Gender plan	Gender plan	Council	Current and next financial year	R50 000
EMPLOYMENT PRACTICES AND ENVIRONMENT								
To increase the representation of women employed in the council.	What steps have been taken to prioritise gender equity in performance plans?	At least 50% of decision-making positions in the public and private sectors are held by women including the use of affirmative action measures.	Employment Equity policy	Monitoring policy to check whether it's executed.	Report to council	HR Dept	Annually	None
	What are the current gender statistics of employees in the municipality? What % men and women occupy	Review, amend and enact laws and policies that ensure women and men have equal access to wage employment in all sectors of the				HR		

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	management positions – what is the breakdown per department?	economy.						
	Who is responsible for ensuring that targets are met? Is this included in their contract?					HR		
	Has any work been done in this area?					HR		
	Have the unions been approached?					HR		
Selection and recruitment								
To ensure that the recruitment and selection process offers equal opportunity to women.	What kind of employment equity plan is in existence?	Affirmative action measures with particular reference to women in order to eliminate all barriers that prevent them from participating meaningfully in all spheres of life and create a conducive environment for such participation.				HR		
	What are the targets for ensuring women's equal representation at all levels?					HR		
	Has gender been incorporated into	Eradication of occupational				HR		

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	policies and processes?	segregation and all forms of employment discrimination.						
	Are women and men paid equally for the work they do?	Equal pay for equal work and equal remuneration for jobs of equal value for women and men; and				HR		
	What is the policy on maternity leave?	Enact and enforce legislative measures prohibiting the dismissal or denial of recruitment on the grounds of pregnancy or maternity leave.				HR		

Annex D: Summative Workshop Evaluation Form

Event: CAPE WINELANDS DISTRICT MUNICIPALITY STAGE FOUR AND FIVE COE WORKSHOP

Date: 30 JULY – 3 AUGUST

Administration information

Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female					
Country						
City/ Town/ Village						
Age Group	<input type="checkbox"/> 12 - 17	18 -30 <input type="checkbox"/>	31- 40 <input type="checkbox"/>	41 - 50 <input type="checkbox"/>	51 - 60 <input type="checkbox"/>	60 + <input type="checkbox"/>
Education level	Primary School <input type="checkbox"/>	Secondary School <input type="checkbox"/>	Tertiary <input type="checkbox"/>	Vocational <input type="checkbox"/>	Adult literacy <input type="checkbox"/>	

Please score the following 1-10 where 1= very poor; 10 – excellent

	SCORE OUT OF TEN
1. PROGRAMME DESIGN	73%
2. PROGRAMME CONTENT	81%
3. DOCUMENTATION	76%
4. FACILITATION	81%
5. GROUP WORK	80%
6. OUTPUTS	71%
7. OUTCOMES AND FOLLOW UP PLANS	76%
8. LEARNING OPPORTUNITY	79%
9. NETWORKING OPPORTUNITY	77%
10. ADMINISTRATIVE ARRANGEMENTS	63%

Which session did you find most useful? Why?

- SADC Protocol on Gender and Development because this was the first time I heard about it.
- All (3).
- All sessions were very useful but I enjoyed the GBV a lot because of the policies and how we want to improve further (3).
- LED and Climate Change because it is my department where I work.
- Session one because I did not know much about the topic and it gave background.
- Sex versus gender.
- Making care work count in local government. It indicated why the care worker women and men should be supported.
- All sessions. This was a whole new experience. I learned about different diversity.
- Impact of climate change in gender. Floods and increasing diseases TB (WC). Transport, children can't go to school.
- Gender and LED and strategies for LED.
- HIV/AIDS, most women are infected and affected.

Which session did you find least useful? Why?

- Sex and Gender. It is least useful because of the biologically determined and socially determined roles of men and women. I live with it daily.
- Not one session (4).
- The budget – it was very difficult (2).
- Conflict resolution because I did not attend the session.
- Developing the local gender action plan. I am not sure if the attendees of the workshop will do justice to the completion of the action plan.
- Sex and gender. Sex describes the biological difference between men and women. Women become pregnant and men produce sperm. Gender is about equal status and human power.
- Everything was very/ most useful to me.

How will you apply what you have gained from this engagement?

- I gained a lot more than I knew.
- Be more involved in the field (2).
- Discussions with bosses and colleagues.
- I understand everything now better and know what the background to everything is.
- Holding workshops, inviting Abby to educate more.
- In my planning work and household and private life.
- I am going to request a meeting with my gender portfolio councillor and role-players.
- My rights as a woman.
- Inputs on various municipalities.
- I will go and give feedback to the community.

Any other comments

- As I am a community leader I need to go back and share some of the information that I got here. But my problem is that there is nothing like a community centre for gender equality or centres for the abused women and children so I don't know where I will use the information.
- Would like to do more GL trainings.
- Group work was good but certain issues were more complex and all community members and councillors did not understand the language and format or style of completing the templates. Action plan template should be simplified as people do not know what is expected.
- None.
- Please ensure that all departments of the council is represented before workshops like this.
- The workshop has opened a whole new world to for me. Learning of all the different policies and procedures were amazing.
- Thank you so much for this opportunity. It should be organised at least once a year.