

**CENTRES OF EXCELENCE GENDER MAINSTREAMING IN LOCAL
GOVERNMENT**

Kamanjab Village Council

Stage 4&5

Dates: 9-11 October 2013



[Kamanjab Residents at the Stage 3 meeting](#)

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Executive Summary

The report is a narrative report of the three (3) days Centres of Excellence for Gender Mainstreaming in Local Authorities workshop that was held from 9-11 October 2013 at the Kamanjab Constituency Hall. The workshop was attended by 23 participants amongst them councillors; representative from the Admin and technical departments, Youth Members/activists, Care Organisation Workers, Police Representatives, , Traditional authority representatives, Ministry of Gender Officers, Ministry of Labour Regional Officer and others were in attendance. 15 female and 8 male attended the workshop, including the GL facilitator. See **Annex B** for the full workshop participants list. COE combined Action Plan that the participants produced is attached at **Annex C**. A summarised version of the evaluation forms is attached at the end of this report as **Annex D**.

The purpose of the programme is to;

- Build participants understanding around key gender concepts
- To empower participants around personal empowerment
- Build capacity around issues of gender, democracy and good governance
- Look at what makes good leaders through introducing the transformative leadership concept
- Look at key concepts like gender policy and planning concepts
- Assist participants in understanding the importance and synergies around gender, the economy and budgets
- Develop a Local Gender Action Plan
- Develop a Local 365 Day Gender Violence Action Plan
- Popularise the SADC Protocol on Gender and Development.
- Establish communication strategies for the GBV action plans.
- Inform councils about the collection of good practices for addressing GBV at the local level and in the Gender Justice and Local Government Summit.
- Assist local Authorities with sustainable campaigns and case studies on GBV for Summit in 2015. See the full workshop programme attached at **Annex A**.

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 ground-breaking 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. In 2009, GL embarked on a study in Zimbabwe on women's representation and participation in local government to assess the conditions

necessary to increase the representation of women in local government in Southern Africa, and to ensure their effective participation. In March 2010 GL convened the first Gender Justice and Local Government Summit and Awards to gather evidence of institutional and individual initiatives to empower women and end gender violence. The recommendations of this event informed the need for councils to become Centres of Excellence for Gender Mainstreaming in Local Government to ensure that Councils have the necessary knowledge and support to address issues of gender across all spheres.

Town Profile

Kamanjab is a village and constituency in the Kunene Region. The village has a population of about 2000 inhabitants. It is situated centrally en route to the renowned Etosha National park. The town is also close to the tourism rich Damara Land. The village is also currently undergoing infrastructural development. The village has a presence of different government offices which bring services closer to the people.

Process/ Activities

The three day training was aimed at introducing Gender Mainstreaming to the local authority and Stakeholders to make them a centre of excellence and assist them in developing a Gender Action plan that would enable them to incorporate and implement gender as an indicator in their councils and organisations. The workshop started with an inception workshop which introduced gender and its dimensions in different facets or sectors/areas of the society which were themes as follows: Gender & Sex, Gender and Governance, and Transformative Leadership, Conflict management/Resolution, Care work and HIV and AIDs, Local Economic Development and Gender, Climate Change and Sustainable development in local governance. Gender Based Violence was also covered as a Local government indicator. The topics covered in the workshop are considered to be key areas Local Authorities need to work on to provide improved services to their residents in an equal and equitable manner. The development of the Gender action plan was done by dividing the participants into groups of four (4) and allocating participants according to their thematic interest e.g. a participant from the care work organisation would be placed in the group dealing with the HIV/AIDS subject in the action plan.

The workshop was facilitated by the Gender Links Programme Officer.

Gender Concepts

The workshop commenced with the gender concepts module which was facilitated through an exercise of giving participants cards with roles, responsibilities and occupations and were asked to place the cards under men/boy, girl/women heading based on local social beliefs and practices. The aim of the exercise was to demonstrate the how socially the division of constructed roles were. The exercise later introduced the heading interchangeable roles were participants removed cards from the women and men headings to place them under INTERCHANGEABLE. This exercise was an eye opener as it made the participants realise that men and women could both share and change roles except biological roles.

The participants said that Kamanjab was a village reach in traditional values and the division of roles between men and women were based on such values. They are they understood the concept of Gender roles but it could have been beneficial if the workshop also included women and men in the village that has not yet been exposed to modernisation.

The definition and difference of the terms gender, gender equality, gender relations and sex was then given.

Stereotypes

The topic of Stereotypes was of high interest amongst the participants as they said most stereotypes were true as they apparently based on observations from everyday activities. Other towns in the country also felt this way. In Kamanjab the participants said that some traditional norms and practices were stereotypical but that was because these stereotypes were proven. An example was. The OvaHimba stereotypes such as women should not be seen or heard because a loud women was regarded as being disobedient and will be cast out of treated like a black sheep.

In groups of four participants were asked to discuss stereotypes from cultural/traditional; set ups, the media, religion as well as political stereotypes.

The feedback was as follows:

Cultural/Traditional/Societal Stereotypes	Religious Stereotypes
<p>Women are the homemakers</p> <p>Women are not decision makers (men make the decision in the household).</p> <p>Women that speak up are troublesome</p> <p>Women should suffer in silence or should not speak out when ill-treated by husband</p>	<p>Bible says that women were made from the rib of the man, meaning she should be depended on them.</p>

<p>Women are snakes (cannot be trusted)</p> <p>A man that is popular with women is a man</p> <p>Women are given to their cousins to be married by them.</p>	
<p>Media Stereotypes</p> <p>Advertising uses women to sell their products.</p> <p>Women bodies are seen as a selling tool.</p>	<p>Political Stereotypes</p> <p>Women in Kamanjab are very active in politics.</p> <p>But women are under estimated and not supported</p> <p>Low literacy</p>

The definition of the term stereotype and was shared and different stereotypes in the book were discussed.

Governance & Gender, Transformative Leadership

The Gender, Governance and Transformative Leadership module was facilitated by introducing the Access, Participation and Transformation framework by Thenjiwe Mtintso and discussed with the participants what each element of the frameworks was hoping to achieve. A discussion in groups was held around different barriers that kept women away from accessing and participating in politics and how they could be overcome.

Kamanjab is a village council and therefore has five seats instead of seven like at town council level. The Mayor of the Village is a female. The management of the town council is dominated by male.

A three group exercise was used identify barriers that held women back to access and participate governance structures while the third group identified transformational barriers. During the feedback session the groups indicated that some barriers that prevented women from taking part were:

Access Barriers	Participation Barriers	Transformation (internal and external)
<p>Very traditional area where women are expected to be submissive and stay home. Or they are just not equipped to participate in politics.</p>	<p>Little or no confidence in women, women feel threat when they are amongst men.</p>	<p>Customary Law (Kamanjab home to highly traditional people Ovahimba)</p>

Low Literacy levels	Traditions & Customs women not respected when they are involved in public activities	Christian values prohibiting women from participating
Male dominance keeping woman away	Low Literacy /Education	Labour Act (maternity policy)
Women not involved and included in politics		
Not educated enough	Women not interested in politics generally	General Service Provisions
Lack of Peer Support (women not supporting women)	Politics regarded as male activity.	
Low Self Esteem	Religion and afraid of change	

Transformation leadership was discussed with the participants and in groups they were asked to discuss as outlined in the graph:

What do communities expect from their leaders	How can communities contribute to good leadership	Problems associated with leadership
Involved leaders especially women leaders	By being supportive of leaders	Tribalism and Racism
People oriented	By cooperating with leaders	Leaders distant from community
Leaders with good reputation	By being responsible for their development protecting	Self-Enrichment/Corruption
Development of the community that voted them in power	By taking equal ownership of development projects	Only in power for status
Exemplary	By making suggestions, helping leaders with ideas	Not people oriented
Trustworthy		Stagnation in power, don't want to give others a chance to lead.

Women leadership qualities and power relations in society were also discussed.



Conflict Resolution

Conflict Resolution was co-facilitated with the local Peace Corp Volunteer Lisa. The module was facilitated by defining the term concept and making relevant examples. The different types of conflict were discussed i.e. Inter-Governmental, Local Government and Community Relations and Inter-Community Relations. The causes or possible cause were also discussed.

Lastly the Gender Dimension was introduced and discussed. The participants also shared some

conflict that exists within the village.

Conflict	Parties Involved	Solution
GBV	Lovers	Counselling
Poor Service Delivery	Community and Council	Improved Services and initiatives from council to assist residents with payments. E.g.
Poor Education (Schools not enough to admit all kids and parents not able to send their children elsewhere.	Schools Management and Parents	No solution yet, but new school being built to solve problem of limited intake to schools.

Day Two

Gender Policy and Planning Concepts

This module was to introduce the Gender Management Systems and make the participants understand how Gender Equality will be achieved, maintained or sustained.

Gender Blind and Gender Aware policies, Gender Management Systems, and Gender Budgeting were discussed.

The participants were divided in groups of four and were given a Gender Budgeting exercise to reallocate resources in a way that they felt would advance Gender. The exercise was a challenge as the concept was new but they managed to present Gender aware budgets. This exercised raised a lot of questions as the group argued that a budget could not be gendered as it only dealt with money. The exercise was a real eye opener to the group.

Gender and the Economy

The un-wagered work of women

The un-waged work of women was discussed using the exercise of the vacancy of a House Wife. The participants were asked to recognise the multiple roles of women in society and why it was important for policy makers to take them into consideration when drafting laws and why men had to be involved in domestic roles to relief women of the burden they have carried for years.

In Kamanjab, men are the main breadwinners for their families and because of this they expect their wives and girlfriends or sister to take care of the domestic upkeep. This they say is division of labour and although the stay home women do not get paid, they are taken care of by the men.

The residents of Kamanjab are of mixed descent and most of them are Ova Himba people that are very traditional and have strict adherence to their traditional practices. The un waged work of women would not be seen as such because it is embraced as their duty the participants shared.

Care Work

The SADC Protocol provisions on Care Work were read and discussed and a video was shown before discussions.

Like in many villages in the country Care work is coordinated through the constituency offices and a committee called the CACO (Constituency AIDS Coordinating Committee). This committee consist of all care workers organisations and the Ministry of Health. Organisations like Red Cross and Independent Care workers all coordinate their work through the committee. Care workers are trained in home based care by the Ministry but they do not receive any incentives. At the local clinic, the Ministry has employed most town's there is a high proportion of women who are care workers and who use their own resources like taxi fare to do home visits at patients' homes. The group said the HBC policy that Namibia has is totally ignored and especially the incentive part.

In terms of capacity building, the Ministry of Health provides Home Based care training to care workers, especially those that are new.

Local Economic Development

The village's Local Economic Development Sector is a really small one. The village has a few accommodation establishments for people en-route to Etosha other tourist destination. There are two supermarkets that serve the village and surrounding areas. There are two schools in the village, a primary health care centre, a police station and other government institutions.

Some of the barriers to LED in the towns were identified as:

- No buying power
- No facilities for small traders to sell from
- Alcohol outlets only business making money
- No capacity (skills) for locals to take on capital projects.
- No money to start business
- No entrepreneur skills to run and manage business.

The contribution of women in business to the local economy was discussed and the gender aspect.

Climate Change and Sustainable Development

After this brief discussion to solicit information a PowerPoint presentation on the background of Climate Change. Definitions and the SADC protocol lack of provision for Climate Change was also discussed. The gender aspect or dimension was also brought to the attention of the participants.

Sustainable Development was discussed using the above challenge and sharing with the participants the environment lens to come up with sustainable interventions that came with the change in climate.

To complete the module the facilitator asked the participants to sign the Climate Change Petition to SADC for an Addendum to the Protocol on Gender and Development.

Gender Based Violence

The participants were divided into groups to discuss to discuss the different types of Gender Based Violence/ Abuses that exists in the society i.e. Physical Abuse, Emotional Abuse and Economic Abuse. During the feedback session groups shared their understanding and examples of GBV in their society. The participants also indicated that because Kamanjab is home to very traditional people and women were raised not to speak out but to rather suffer in silence. There are some who come forward twas a woman especially married ones were not keen to report abuse cases because it was a shame for a women to take their husbands to the law. Women in Omaruru were also identified as aggressors because in most instances they have more economic means than their male partners.

The SADC Protocol Provisions on GBV were shared and explained and a multi sectoral GBV committee was also elected to work towards eradicating and halving GBV by 2015.

STAGE FOUR & FIVE: INCEPTION WORKSHOP

KAMANJAB VILLAGE COUNCIL

DATE: 9-11 OCTOBER 2013

DAY/TIME	ACTIVITY	TIME	WHO
DAY ONE: 09 OCTOBER 2013			
8:00 – 8:30	Registration	30 min	All
8:30 – 8:45	Opening	15 min	CLlr:
	Introductions and objectives Expectations from participants To develop guidelines of participation Eyes and Ears	15 min	Gender Links
Key gender concepts			
	Sex and gender	1 hr 30 min	Gender Links
	<i>TEA</i>		
	Group work on stereotypes	1 hours	GL
	Report back		
Gender, governance and transformative leadership			
	Access, participation, transformative leadership Group work (role plays)	1 hr 30 min	GL
	Report back		
	<i>At the Coalface</i> DVD Plenary discussions	1 hr	GL
Conflict resolution			
	What is conflict? Conflict at the local level	1 hr 30 min	GL
	Resolving conflict	45 hour	
	CLOSURE	15 min	

Lunch to be served at 13.00

Tea Break: 10.30

Afternoon Tea: 15.30

DAY TWO

STAGE FIVE: ACTION PLANNING WORKSHOP

DAY/TIME	ACTIVITY	TIME	WHO
DAY TWO: 10 OCTOBER 2013			
8:00 – 8:30	Registration	30 min	All
8:30 – 9:00	Recap	30 min	Gender Links
Gender Policy & Planning Concepts			
	Practical and strategic needs Gender Mainstreaming, Gender Blind, Gender Aware Policies	1 hr 30 min	Gender Links
	<i>TEA</i>		
	Gender Disaggregated data & Gender Budgeting	1 hours	GL
Gender & the economy			
	The unwaged work of women		GL
13.00 -14.00 LUNCH			
Local Economic Development			
	Care Work	1 hr 30	GL
Sustainable Development (Climate Change)			
	Definitions/Background Impact of Climate Change on Gender	1 hr 30 min	GL
Gender Based Violence			
	Key GBV Indicators in the SADC Protocol on Gender & Development GBV as a key service delivery issue	45 hour	GL
17.00	CLOSURE	15 min	

Lunch to be served at 13.00

Tea Break: 10.30

Afternoon Tea: 15.30

DAY THREE

DAY/TIME	ACTIVITY	TIME	WHO
DAY THREE: 11 OCTOBER 2013			
DEVELOPING A GENDER ACTION PLAN			
08.00 - 08.30	Registration & Recap		
8:30 – 09.00	Exercise: Key Gender Issues in Local Government	15 min	GL
09.00-10.30	Developing a gender & GBV action plan	1hr 30 min	Gender Links
10.30- 10.45 TEA			
10.30-13.00	Developing a gender & GBV action plan	2 hr 30 min	Gender Links
13.00-14.00 Lunch			
14.00-15.30	Developing a Gender & GBV action plan	1.30 hours	GL
15.30-16.00 Tea			
Prioritizing the action plans			
16.00-17.00	Reviewing & Prioritizing the action plans	1 hour	
17.00 – 17.30	Agreement on Gender task team to finalize plan to be adopted		

Attendance Register

Stage 4&5

Country: Namibia

Venue: Kamanjab Village Council

Date: 09-11 October 2013

NAME	Sex M/F	ORGANISATION / MUNICIPALITY	DESIGNATION	PHONE	FAX	E MAIL
Mpho Slinger	F	Gender Links	Programme Officer	0812984878		Prognamibia@genderlinks.org.za
Beauty Aebes	F	KVC	Admin Officer	0812911270	067330061	eveaebes@gmail.com
Diana Komihe	F	Red Cross	Care Worker	08169146	n/a	n/a
Cholastica Kenahama	F	Community Forum	Member	n/a	n/a	n/a
Regina Stuurman	F	KVC	Mayor	0813452064	n/a	reginastuurman@gmail.com
Cllr Maria Garuses	F	KVC	Councillor	0812081177	n/a	mariagaruses@gmail.com
Yolanda Tjipuka	F	Ministry of Gender	Gender Officer	067-330289	067330289	ytjipuka@yahoo.com

NAME	Sex M/F	ORGANISATION / MUNICIPALITY	DESIGNATION	PHONE	FAX	E MAIL
Maria M. Makasori	F	Youth Forum	Member	0812980403	067-330053	n/a
Eloide Tjiondo	F	Red Cross	Care Worker	067-3309267/0817598908	n/a	n/a
Buruxa Namaseb	M	KVC	Staff	0814907434	067330061	Jakesb63@gmail.com
Jennifer Basson	F	NAMPOL	Constable	0813863316	067330042	n/a
N Kaombe	M	NAMPOL	Sergeant	0812107486	067330042	n/a
George	M	Community Member	Community Member	n/a	n/a	n/a
Joseph Aebeb	M	Ruacana Regional Council		067330137	067330138	n/a
P. D. Kankondhi	M	Ministry of Labour	Labour Inspector	067330048	067330041	pkankondhi@gmail.com
Doline Guriras	F	D.F Uirab Primary School	Teacher	067-330090	067330053	dguriras@ymail.com
Gabriella Kaunotje	F	Traditional Authority	Chief's wife	0813270670	n/a	n/a

NAME	Sex M/F	ORGANISATION / MUNICIPALITY	DESIGNATION	PHONE	FAX	E MAIL
Elsie Tjiahura	F	Kamanjab Community Policing Forum	Member	0814762046	n/a	n/a
J. N. Klass Hendriks	M	Kamanjab Village Council	Councillor	0818387860	067330136	n/a
Bertha Haeses	F	Red Cross	Facilitator	0818496185	n/a	n/a
Engelhardt	M	Community Member	Community Member	0813512653	n/a	n/a
Jakobine Namas	F	MGECW	Gender Officer	067-330289	067330289	n/a
Lisa June Serafini	F	Peace Corps	Volunteer	0816321137		lisajune@gmail.com
Male	7	29				
Female	17	71				
Total	24	100 %				

Developing a Gender Action Plan

KAMANJAB DRAFT- COE GENDER PLANNING FRAMEWORK FOR LOCAL COUNCILS

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	<i>What is the current level of awareness?</i> <i>Low Awareness</i>	Laws and policies are accompanied by public awareness campaigns to demonstrate link between equal representation	-Gender aware policies	Sensitization campaigns around different commitments with council. -Review and amend policies to comply to	Knowledge of development commitments	CEO, Mayor	2014	10 000.00

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
made especially the SADC Protocol on Gender and Development and the National Gender Policy		participation of men and women to democracy, good governance and citizen participation.		SADC Protocol of Gender & Dev and others	-Strategic Policies gender aware			
Ensure that there is there is a gender policy in the council and it is implemented.	<i>Has a gender policy framework been drafted and approved.</i> NO	Laws and policies put in place to enable women to have equal opportunities with men to participate	Adopted and implemented Gender Policy	Workshop to Formulate and adopt gender policy framework	Gender Policy	Mayoral Office,	2014	10 000.00
Gender issues are given a high political profile by the Council and has a political champion	NO		Gender Champion	Create a Gender Portfolio	Gender Portfolio	Management Committee	2014	No cost
GOVERNANCE								
Representation								
To increase the representation of women councillors in the next elections to ensure that the	<i>What is the % of women councillors in the municipality?</i>	At least fifty percent of decision-making positions in public and private sectors are held by women;	Number of women and men in council	Encourage equal representation of women and men in	50/50 representation on and electorate	Mayoral Office & Civil Society	<i>On-going till elections in Nov 2014</i>	15 000.00

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
SADC target of 50% women in local government is achieved by 2015.	<i>60% female</i>	affirmative action measures in effect.		council through 50/50 campaigning. -advocate for equal or even seats in council Meetings with civil society for	informed about 50/50			
To ensure that women are equally represented in leadership positions in the Council.	<i>What proportion of women councillors are there in leadership positions in Council, e.g. as chairs of committees?</i> Mayor= Female MC= Female	Policies, strategies, and programmes for building capacity of women to participate effectively through leadership and gender sensitivity training and mentoring.	Number of men and women in leadership positions	Encourage equal representations in all committees.	Enforced EE and AA policies	HR, CEO	<i>On-going</i>	<i>No cost</i>
To educate communities and raise awareness about the	<i>Has there been a 50/50 campaign or any other awareness raising</i>	Legislative measures and public awareness campaigns to	# of campaigns	Adopt 50/50 campaign and popularise it	Public Awareness and Education	Civil Society and Mayoral	On-going till Election time	10 000.00

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
importance of women's equal representation in local councils	<i>on women's equal participation?</i> <i>No, but women are well represented.</i>	emphasise that women's representation and participation are an important component of democracy and good governance.	and type messages (Campaign report)	through campaigns locally.	campaign on 50/20	Office , All political parties		
Political participation								
To increase participation by women because their concerns are often sidelined or overshadowed by political party concerns.	<i>Is there a multi-party women's caucus?</i> <i>No but councillors attend National Summits on women leaders across the country.</i>	Policies, strategies and programmes for the establishment and strengthening of structures to enhance gender mainstreaming.	Functional Women Caucus	Establish a multiparty women's caucus locally to learn from one another.	Multi Party women Caucus.	Women Cllrs, Min of Gender, Political Parties, WAD, Civil Society		5000.00
	<i>Has any networking been done with other women's caucuses?</i>		Network Platforms	Create networking opportunities with other national and regional women groups to share	Networks Platforms for women politicians	Women councillors, Min of Gender,	2014	10 000.00

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	<i>NO</i>					Political Parties		
To empower women councillors to advocate for gender equality	<i>Has there been a skills audit? What kinds of skills exist?</i> <i>NO</i>	Policies, strategies and programmes for building the capacity of women to participate effectively through leadership and gender sensitivity training and mentoring.	Skills audit report	Conduct a skills audit on skills that councillors have to identify skills needed.	Survey	HR	2014	No cost
	<i>What training has already been done?</i> <i>Induction Training when taking office</i>		Training Report	Send women councillors for training on Gender and Diversity		HR	2014	15 000.00
To empower men on gender issues and mobilise their support.	<i>What training has already been done – how many men participated?</i> <i>None yet</i>	Ensure the inclusion of men in all gender related activities, including gender training and community mobilisation.	#Number of men that received Gender Training # Of Training.	Organise 4 trainings locally for men on Gender to mobilise their support.	Men support on Gender	Political Parties, Min of Gender	2015	10 000.00
	<i>Have any dialogues with</i>		# of Dialogues held	Establish regular Gender dialogues with	Dialogues platforms	Min of Gender, Civil Society,	On-going	5000.00

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	<i>male Cllrs been held?</i> <i>None yet</i>			Male councillors regarding Gender issues		Political Parties		
Public participation								
To ensure that women and men participate equally in local government and community matters	<i>What is the representation of women and men in ward committees?</i> <i>Not Known/Not documented.</i>	At least 50 per cent of decision-making positions in public and private sectors are held by women; affirmative action measures in effect.	# of men and women in ward committees	Equal number of men and women to be represented in ward committees. Encourage community members to be mindful of gender when electing fellow residents in committees.	50/50 representation of male and female in committee.	Councillors	Ongoing	5000.00
	<i>Are there gender disaggregated statistics on the consultative meetings?</i> <i>NO</i>	Women and men participate equally in all governance structures.	# of men and women attending and participating in consultative meetings	Collect and analyse sex disaggregated data during consultative meetings. Document minutes during council meetings.	Participation List	Councillors	On-going	No cost
	<i>Have any workshops been</i>	Ensure the inclusion of men in all gender related activities,	# Number of workshops held with men	Conduct workshop with men's group relating to Gender issues.	Gender Sensitization	Min of Gender, Civil	2014/2015	10 000.00

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	<i>conducted with men's groups?</i> Not yet	including gender training and community mobilisation.			Workshop with men	Society, Political Parties		
OPLANNING								
To ensure that targeted planning and service delivery takes place in the council women are consulted equally in policy-making processes.	<i>Is the Council's strategic plan gender aware?</i> Not Available		Gender Aware Strategic Plan	Have a workshop to review and revise Strategic Plan to make incorporate Gender targets in it.	Gendered Strategic Plan	CEO, Mayoral	2014	No cost
To ensure that women are consulted about their needs when drawing up Council plans.	<i>Has the gender desk been involved in the strategic planning process?</i> No Gender Desk <i>Have the views of women and men been taken into account in the plan?</i>	Equal participation of women and men in policy formulation and implementation of economic policies.	Functional Gender Desk	Establish a gender desk to keep track of Gender in planning processes	Appoint a Gender Officer	Admin, CEO	2014	No cost

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	<i>Yes, through Community Meetings</i>							
MAINSTREAMING GENDER INTO EXISTING PROGRAMMES								
Local economic development – The economy and job creation								
To facilitate access to equal employment opportunities	<i>Is there gender disaggregated data on jobs created through Council activities?</i> <i>Yes data available.</i>	Equal opportunity: ensure that women and men have an equal chance to participate in and implement economic decisions and policies.	Employment database with gender disaggregated	Increase number of female employees in council (employ more women).	Equal opportunities platform	Admin, CEO, Management Committee	2014	No cost will come from HR budget.
To provide gender aware support to the informal sector	<i>How gender aware is council assistance to the informal sector?</i> <i>No assistance available for informal sector.</i>	Trade and informal sector: adopt policies and enact laws, which ensure equal access, benefits and opportunities for women and men in trade and entrepreneurship; take into account the contribution of	Type of assistance available to informal sector and number of men and women benefiting	Council should build a SME Market to accommodate small entrepreneurs. Council to work with Min of Trade to familiarise themselves with assistance to informal sector and how	Meeting with Ministry of Trade	CEO	2016-2020	300 000.00

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
		women in the formal and informal sectors.		it can be of assistance to SME				
To ensure that women and men have equal access to financial resources	<p>Does the Council have any financial schemes or influence over any financial schemes to assist LED?</p> <p>No finance Schemes</p> <p>Are these gender aware?</p> <p>n/a</p>	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.	Type of financial assistance available and number of women and men benefitting from assistance	<p>Council to set up a business assistance finance scheme.</p> <p>Council to train SME's on entrepreneurship.</p>	Workshop and allocate resources	CEO, Finance Department	2015	20 000.00
To ensure that women and men have equal access to new technologies for improving the efficiency of their enterprises.	Does the Council have any technology schemes or influence over any technology schemes to assist LED?	Ensure that women and men have access to modern, appropriate and affordable technology and support services.	Number of ICT facilities available to SME	<p>Council to allocate resources for making available technology schemes to assist LED. (Internet Café)</p> <p>Train SME's on use of ICT tools.</p>	ICT facilities	Councillors	2015	15 000.00

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	NO <i>Are these gender aware?</i> n/a							
Procurement								
To ensure that women benefit equally from the procurement processes which they have historically been excluded from.	<i>What proportion of Council tenders over the last year went to women?</i> <i>Not Known</i> <i>Is there a policy and or point system in place to redress gaps?</i> <i>No</i>	Women benefit equally from economic opportunities, including those created through public procurement policies.	Tender or Procurement Policy Number of tenders received by women and men	Draft a procurement policy for the council and get it adopted.	Procurement Policy	CEO, Council	2016	10 000.00
CLIMATE CHANGE AND SUSTAINABLE DEVELOPMENT								
Ensure that the council understand the effects of climate change and they address the	<i>Has there been a gender aware audit done of climate change</i>	Laws and policies: review all policies and laws that determine whether women can access,	Adopted and implemented Climate Change Policy	Conduct a Climate Change Audit Draft a Climate Change policy	Survey Workshop for Policy formulation	Min of Environment, Council	2015	10 000.00

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
effects through instilling measures to address the negative impact of climate change	<i>and its effects and or likely effects?</i> <i>No, council does not have a climate change policy</i>	control, and benefit from, productive resources.						
To involve women, as key stewards of the environment, in environmental preservation	<i>Are women involved in drawing up policies and plans for "going green"</i> <i>No, council use expert consultants in policy formulation</i>	Equal participation of women and men in policy formulation and implementation of economic policies.	# of women consulted	Involve women in drawing up policies for "Going Green"	Women educated on Green Ventures	CEO, Councilors, Min of Environment	On-going	10 000.00
To involve women in projects and green business ventures, e.g. waste management.	<i>Are there any green business ventures?</i> <i>No</i>	Women benefit equally from economic opportunities, including those created through public procurement policies.	Number of green businesses. Number of women benefitting from green business ventures	Involve women in drawing up of Green projects and plans Encourage women to participate in green ventures Train women in green business opportunities.	Women Benefitting from green projects	CEO, Councilors	2015	25 000.00

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
To take into account the needs of women in emergencies and disasters	How gender aware are existing disaster management plans? Not available/Not known	Policy measures to ease the burden of the multiple roles played by women.	Minutes or report of consultation	Consult women in the formulation of disaster management plans	Draft Climate Change Policy.	Councillors; Min of Environment	2015	1500.00
INFRASTRUCTURE								
Housing								
To promote the equal rights of women to land tenure	What proportion of stands (ERF's) is owned by women? No data but more men land or homes because they are the ones employed.	Collect and analyse baseline data against which progress in achieving targets will be monitored.	Number of women and men who owns homes	Collect and Analyse the Title Deeds sex disaggregated data	Develop a M&E data base	CEO, Finance	On-going	No cost
	Do any policies exist to ensure women's access to land tenure?	Laws and policies: review all policies and laws that determine whether women can access, control, and benefit from, productive	Land Ownership Policy	Give a portion of the Build Together Loan to women so that they too can own homes and also tailor their repayment	Women friendly finance schemes.	CEO, Councillors	2016-	Money available, percentage to be determined by council

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	<i>No, most men own homes in Kamanjab</i>	resources. Especially with regard to <ul style="list-style-type: none"> Water and property rights; Land tenure; 		terms to allow them to pay for their loans.				
To women's equal access to housing.	<i>What kind of consultation process exists in residential design?</i> <i>Community Meetings</i>	Laws and policies: review all policies and laws that determine whether women can access, control, and benefit from, productive resources.	Number of consultation meetings held	Improve consultation with residents when designing plans	Men and women can	Councillors	On-going	No cost
Water, sanitation and electricity								
To ensure that women, who are disproportionately affected by inadequate service delivery, are provided with	<i>What services are currently being provided and at what cost?</i> <i>Utilities, Waste Management, Servicing Land</i>	Laws and policies: Review all policies and laws that determine whether women can access, control, and benefit from, productive resources. Especially	Services provided and cost, # of women and men receiving the services	Make sure that women in vulnerable groups have access to affordable basic services	audit on services delivery	Technical services, Min of Health and Social services		5000.00

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
Ensure health facilities are accessible to women	<i>How many mobile clinics are there currently? Which communities do these clinics service?</i> 1 Clinic	Legislative frameworks, policies, programmes and services to enhance gender sensitive, appropriate and affordable quality health care.	# of health facilities # of people accessing services	Educate community about the importance of accessing health facilities. Lobby for mobile clinics for people in surrounding areas.	Meeting with Health Ministry	Councillors, MoHSS	2016	Line Ministry to 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.	<i>Does the Council have gender disaggregated data on HIV and AIDS?</i> Loal Clinic has stats	Collect and analyse baseline data against which progress in achieving targets will be monitored.	# male and female HIV/AIDS	Collect and analyse data on HIV and AIDS	M&E data base on HIV and AIDS	Admin Clerk	2014	No cost
To run gender-aware prevention campaigns	<i>Do prevention campaigns emphasise differences in power relations</i>	Develop gender sensitive strategies to prevent new infections.	Campaign Report and messages	Reinforce campaign message (Take Control Campaign)	Campaign Awareness	MoHSS,	On-going	3000 for printing brochures

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	<i>between women and men?</i> YES							
	<i>Do prevention campaigns emphasise the dangers of multiple concurrent partners?</i> YES		Campaign material	Reinforce campaign (Break the Chain)	Campaign awareness raising	MoHSS	On-going	No cost
	<i>Is the female condom available? If so where?</i> Yes, at bars and other public places.		#distribution points	Increase distribution points of femidom	Increased distribution of femidaom	MoHSS, RACOC	On-going	No cost
To ensure that messages of generational sex and multiple partners are addressed	<i>How has the municipality participated in awareness campaigns in the past?</i>	Programmes take account of the unequal status of women, the particular vulnerability of the	Campaign Messages and report	Reinforce Break the Chain awareness campaign Observe 16 Days annually	16 Awareness Campaign	MoHSS, RACOC, Council GBV Team	On-going	

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	<p>NO</p> <p><i>Has the municipality actively participated and promote the 16 Days Campaign in the past?</i></p> <p>NO</p>	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.						
To raise awareness that there is an increased risk of contracting HIV/AIDS as a result of sexual assault.	<p><i>Are there any awareness campaigns in the Council on the link between gender violence, HIV and AIDS?</i></p> <p>NO</p>	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.	Campaign Report	Have a campaign that links HIV/AIDS and GBV locally.	Awareness Campaign	HR, MoHSS, Min of Gender	On-going	10 000.00

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.	<i>Is PEP readily available at all health facilities? If not, at how many facilities is it available?</i> Yes	Ready access to post exposure prophylaxis at all health facilities to reduce the risk of contracting HIV.	# of survivors who have had accessed PEP after abuse	Raise awareness about PEP and its availability locally.	Awareness Campaign	MoHSS, Police, MGECW	On-going	No cost
To educate women and men on voluntary counselling and testing which is a powerful tool for preventing the spread of HIV/AIDS.	<i>What is the % of men and women who go for VCT?</i> Not known	Collect and analyse baseline data against which progress in achieving targets will be monitored.	# of men and women going for VCT services	Collect and analyse baseline data on VCT	M&E data base	MoHSS	Quarterly	No cost
Treatment								
To address unequal access to treatment; especially inhibitions by men to accessing treatment	<i>What proportion of women compared to men access free treatment?</i>	Collect and analyse baseline data against which progress in achieving targets will be monitored.	# of men and women accessing treatment	Collect and analyse baseline data on treatment accessibility	Stats available.	MoHSS, RACOC	6 months	No cost

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	<i>Not known but treatment is free all over the country.</i>							
Care								
Ensure that the council addresses the gendered dimensions of care work	<i>What proportion of care givers in the community are women?</i> <i>No Stats, but there are care workers in the community</i>	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 for care givers as well as promote the involvement of men	Caregivers incentives Number of caregivers	Lobby for caregivers work to be recognised and rewarded	Meeting with Civil Society, MoHSS, RACOC	Councillors, MOHSS, NGO's	2015	5000.00 for meetings with stakeholders
	<i>Do care givers receive any remuneration?</i> <i>No.</i>		Incentive given to caregivers	Lobby for caregivers to be remunerated	Meeting with Stakeholders	MoHSS, NGO's	2014/2015	
	<i>What support do care givers receive.</i> <i>Not known</i>	in the care and support of people living with HIV and AIDS.	Type of support given to caregivers	Initiate dialogue around the support that caregivers need	Meeting with caregivers	MoHSS, Caregivers	2014/2015	

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	Do care givers receive training? What kind? HBC training		Caregivers Training Report	Provide caregivers with training on their work	Workshop/Training	MoHSS,	2014/2015	
	Are there any efforts to involve men in care work? NO		# of men caregivers	Involve and encourage men to be caregivers	Dialogue with male regarding care work	MoHSS	2014/2015	
Social development								
To make community and sporting facilities more accessible to women and girls and ensure that they benefit equally from such facilities.	<i>What kind of work is/ has been done with women's groups?</i> None yet	Collect and analyse baseline data against which progress in achieving targets will be monitored.	# of men and women accessing sports facilities	Collect and analyse baseline data on use of sport facilities	M&E database	Min of Youth Sports, Councilors, Council	Ongoing	No cost
	<i>Are there any awareness programmes or training materials covering parenting</i>		Campaign Report	Popularise the First Lady's Parenting/ Male Father Involvement Campaign	Campaign awareness	MoHSS	On-going	5000.00 print of brochure

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	<i>responsibilities? If there are, are they gender sensitive?</i>							
GENDER SPECIFIC PROGRAMMES								
FLAGSHIP PROJECT - ENDING GENDER BASED VIOLENCE								
Prevention								
To contribute to the SADC Gender Protocol target of halving gender violence by 2015.	<i>What are the current statistics on GBV in the municipality?</i> <i>Not available, not known</i>	Collect and analyse baseline data against which progress in achieving targets will be monitored.	# of GBV cases	Collect and analyse baseline data on GBV in town	Meeting with Police	Police and Councillors, GBV Committee	Ongoing	No Cost
		Integrated approaches, including cross sector structures with the aim of reducing current levels of gender based violence, by half by 2015.	GBV Committee	Establish a multi sectoral GBV committee	Develop a campaign Strategy to fight GBV	GBV Committee	12 months	Not cost
Public awareness campaigns								

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
To educate communities to challenge and eradicate gender based violence.	<p><i>How has the municipality participated in awareness campaigns in the past?</i></p> <p><i>Council has not participated in awareness campaigns</i></p> <p><i>Has the municipality actively participated and promote the 16 Days Campaign in the past?</i></p>	Introduce and support gender sensitisation and public awareness programmes aimed at changing behaviour and eradicating GBV in all sectors of society.	16 Days campaign	Observe 16 Days Campaign	GBV campaign during 16 Days	GBV Committee	2015	3000.00
		Ensure the inclusion of men in all gender related activities including gender training and community mobilisation.	# of men participating in Gender related activities	Include men in gender related training and planning and campaigns	Men mobilised to support gender activities	Councillors, Political Parties, MGECW	On-going	5000.00

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	<i>What is the state of street lighting in the municipality?</i> <i>Most parts of town and streets have lights.</i>	Accessible, effective and responsive police, prosecutorial, health, social welfare and other service to redress cases of gender based violence.	# of street lights	Have a GBV Response Plan in council	GBV Reduction Action Plan	Councillors and Police, Response	6 months	No cost
	<i>Are any of the police stations within the municipality equipped (private room, female officers etc) to deal with cases of GBV?</i>	Specialised facilities, including support mechanisms for survivors of gender based violence.	Facilities available for GBV survivors at Police Stations	Lobby for Police station to be a one stop support centre for GBV survivors. Meeting with Min of Safety, Min of Health, Min of gender.	Support Centre for GBV survivors	Min of Safety, MoHSS, Min Gender, Councillors	5 years (2016-2020)	Line Ministries to budget from TIPEEG projects.
		Community sensitisation programmes regarding available services and resources for survivors of gender based violence.	Information material	Inform community members about services available for GBV survivors.	Community mobilization campaign	MoHSS, Min of Safety		5000 for printing of information brochures.

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
		Establish special counselling services, legal and police units to provide dedicated and sensitive services to survivors of gender-based violence.	Types of services available for GBV survivors	Lobby for special units for survivors at police stations	Police Units Survivor friendly	MoHSS, Min of Safety, Min of Gender, Legal Assistance Centre	2016-2020	TIPEEG Budget
Support								
To implement a plan and actions that supports survivors of GBV	<i>How many places of safety and care are there within the municipality?</i> 1 centre	Provide specialised facilities, including support mechanisms for survivors of gender-based violence.	# of places of safety	Establish a bigger Place of Safety for GBV survivors.	Meeting with stakeholders	MGECW, MoHSS, Min of Safety	5 years (2020-2025)	TIPEEG Budget
	<i>How many counselling facilities are there within the municipality?</i> 1 counselling centre at clinic		# of counselling in town	Increase the number of counselling facilities in town	Meeting with stakeholders	MGECW, MoHSS, Min of Safety	2 years 2015-2016	Ministry to budget

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	<i>What publications and information exists on where to get help, and how is this being disseminated currently?</i> <i>None</i>		Information material Campaign Report	Distribute information material with information on services available	Community mobilization Campaign	MGECW, MoHSS, min of Safety, Council	On-going	5000.00
Coordination								
To ensure that efforts to address GBV are conducted in a coordinated manner	<i>Is there a multi sector committee for addressing GBV in the local council?</i> <i>No</i>	Integrated approaches, including cross sector structures with the aim of reducing current levels of gender based violence, by half by 2015.	GBV committee	Establish a multi sector committee to address GBV and create an action plan.	GBC committee	Council, Gender Links, other stakeholders	Done	No cost
Budget allocation								
To ensure that Councils commit budget and	<i>Is there a budget line for addressing GBV in the Council?</i>		Amount budgeted for GBV	Budget for GBV action plan	Meeting with Management council	Finance Department	2014/2015	20 000.00

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
resources to addressing GBV	<i>No</i>							
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.	GBV sex disaggregated data	Collect and analyse baseline data on GBV	Meeting with Police	Council Admin	Ongoing	No cost
Best practices								
To showcase best practices to end GBV								
EMPLOYMENT PRACTICES AND ENVIRONMENT								
To increase the representation of women employed in the council.	<i>What steps have been taken to prioritise gender equity in performance plans?</i> <i>None</i>	At least 50% of decision-making positions in the public and private sectors are held by women including the use of affirmative action measures.	50/50 employment	Reinforce AA policy and EE policies in council employment	Increased female employment in council	HR	Ongoing effort	HR budget

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	<p><i>What are the current gender statistics of employees in the municipality?</i></p> <p>21% female</p> <p>79 male</p> <p><i>What % men and women occupy management positions – what is the breakdown per department?</i></p> <p>100% CEO</p>	Review, amend and enact laws and policies that ensure women and men have equal access to wage employment in all sectors of the economy.	Employment Stats	Work towards equalizing men and women in council employment	M&E	HR	On-going	
	<p><i>Who is responsible for ensuring that targets are met? Is this included in their contract?</i></p> <p>CEO</p>		Frame works and Person responsible	Create a Gender Target Frame work and include in contract	Council Resolution	HR	2015	15000.00

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	<p><i>Have the unions been approached?</i></p> <p>Not yet</p>		Unions approached	Approach and include unions in Gender employment issues	Council	HR	On-going	No cost (staff payment membership fees to unions)
Selection and recruitment								
To ensure that the recruitment and selection process offers equal opportunity to women.	<p><i>What kind of employment equity plan is in existence?</i></p> <p>National Employment Equity</p>	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.	EE and AA reports	Reinforce and implement EE and AA policies	n/a	HR	On-going	
	<p><i>What are the targets for ensuring women's equal representation at all levels?</i></p> <p>No target yet.</p>		50/50 Target for women and men representation in council	Have a target framework for women's equal representation.	Gender Equality Target Framework	HR		

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
To ensure that training is done to educate all employees and community groups on gender	<i>What training has already been done?</i> <i>Only Gender Links Training</i>	Ensure equal participation of women and men in decision making by outing in place policies, strategies and programmes for the establishment and strengthening of structures to enhance gender mainstreaming.	Training given	Train employees and community twice a year on Gender.	Workshop with employee and community	CoE Council	2014	10 000.00
Work conditions and environment								
To facilitate women's equal participation in the workplace by providing support for parents because parenting responsibilities have continue to be the main responsibility of women.	<i>What childcare facilities are currently available?</i> <i>A few facilities and a pre-primary school.</i>	Provide protection benefits for women and men during maternity and paternity leave.	Childcare facilities	Support a child care facility where staff can leave their kids while at work.	Educare facilities that caters for the needs of children.	HR	2014	10 000.00
	<i>Is there any such arrangement currently?</i>	Conduct time use studies by 2015 and adopt policy measures to ease the	Arrangement for staff children care facilities	Staff leave their children at crèches and pre school	n/a	n/a	n/a	n/a

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	<i>no</i>	burden of the multiple roles played by women.						
	<i>Has this issue ever been addressed? How?</i>		Time use study	Address issue of women multiple roles in society	Conduct a survey	HR	2015	10 000.00
	<i>Not yet</i>							
	<i>What crèche facilities exist?</i>		Number of crèches available	There are enough child care facilities for a village	Conduct an edu-care assessment	HR	n/a	n/a
Address issues of sexual harassment in the council.	<i>Is there a sexual harassment policy in existence?</i>	Enact legislative provisions adopt and implement policies, strategies and programmes that define and prohibit sexual harassment in all spheres, and provide deterrent sanctions for perpetrators of sexual harassment.	Sexual harassment policy	Develop a stand alone sexual harassment policy	Draft Sexual Harassment Policy		2014	15 000.00
	<i>Contained in Personnel Rules</i>		Safety policy	Have a workplace safety/wellness policy	Formulate wellness policy	HR		
	<i>What kind of safety measures are in place currently?</i>							
GENDER MANAGEMENT SYSTEM								

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
Gender structures								
To establish structures that constitute the gender machinery and to ensure that they have the authority to carry out their work and to obtain the commitment of all managers.	<i>Has any work been done in the establishment of structures?</i> No	Establish and strengthen structures to enhance gender mainstreaming.	Gender Structure	Establish a Gender Structure in council.	Gender Structure	CEO	2015	From HR budget
	<i>Is there a committee in Council responsible for gender?</i> No		Gender Committee	Establish a Gender Committee in council	Gender Committee in council	CEO	2015	No cost
	<i>Has a gender technical task team: comprising the GFP has been formed?</i> No		Gender Technical team	Establish a Gender Technical team in council.	Gender Technical Team	CEO	2015	No cost
	<i>Have gender focal points been established in all departments?</i>		Departmental Gender Focal Points	Establish Gender Focal Points in all departments	Gender Focal Points in council	CEO, Council	2015	No cost

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
	<i>Have TOR been drafted?</i> NO							
	<i>Has a gender specialist been recruited?</i> NO		Gender Specialist employed	Recruit Gender Specialist	Gender Specialist Recruited	CEO, Council	2018	20000.00 per month
	<i>Has gender been written into the performance agreements of senior managers and GFP?</i>		Gendered Performance agreements	Write Gender into Job Description	Council Resolution	CEO, council	2015-2020	No cost
	<i>Is the GMS known, has it been publicised?</i> NO		GMS in place	Adopt the Commonwealth Gender Management system	Council Resolution	HR	5 years	
Budget, monitoring and evaluation								

STRATEGIC OBJECTIVE/ OUTCOME	BASELINE	SADC PROTOCOL TARGET - 2015	INDICATORS	ACTIONS	OUTPUT	WHO	TIME FRAME	BUDGET
To make use of gender disaggregated data for monitoring and evaluation to ensure that gender equality is being strived for.	<i>Does sex disaggregated data exist? Is it applied?</i> NO	Ensure gender sensitive and responsive budgeting at the micro and macro levels, including tracking, monitoring and evaluation.	# of men and women benefitting from council resources	Keep sex disaggregated data on budget allocation. Train finance officer of gender and budgets	Council Budget analysed.	CEO, Finance	On-going	No cost
To ensure that resources are being allocated to gender priorities.	<i>Are there direct or budget allocations for advancing gender equality?</i> NO	Ensure that all national and local budgets sufficiently represent the needs of women and men; assessment of all spending should reflect how resources have been allocated to all gender groups.	Funds allocated	Allocate funds for advancing Gender		CEO, Finance Department		50 000.00
	<i>Do women and men benefit equally from budget allocations?</i> Not known		# of men and women benefitting from budget	Monitor budget allocation annually.	Monitor budget allocation	Finance Department	Annually	No cost

WORKSHOP EVALUATION FORM

Programme: Inception & Gender Action planning

Event: Kamanjab Village Council

Date: 9-11 October 2013

Administration information

Sex	<input type="checkbox"/> Male	7	<input type="checkbox"/> Female	17		
Country	NAMIBIA					
City/ Town/ Village	Kamanjab Village Council					
Age Group	<input type="checkbox"/> 12 - 17	<input type="checkbox"/> 18 -30	<input type="checkbox"/> 31- 40	<input type="checkbox"/> 41 - 50	<input type="checkbox"/> 51 – 60	<input type="checkbox"/> 60 +
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"/>	

WORKSHOP EVALUATION	SCORE OUT OF TEN
1. PROGRAMME DESIGN	
2. PROGRAMME CONTENT	
3. DOCUMENTATION	
4. FACILITATION	
5. GROUP WORK	
6. OUTPUTS	
7. OUTCOMES AND FOLLOW UP PLANS	
8. LEARNING OPPORTUNITY	
9. NETWORKING OPPORTUNITY	
10. ADMINISTRATIVE ARRANGEMENTS	

Comments

Which session did you find most useful?

Which session did you find least useful?

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

Any other comment

Outputs

Workshop Challenges

- **Very few council staff represented**
- **Complex gender action plan**
- **Too much content and little time (3 days not enough)**
- **Poor air conditioning in venue**

Work Strengths

- **Stakeholders well represented**
- **Good attendance**
- **Learned something new**
- **Good teacher**
- **Good presentations/ training ma**

Way Forward

- **Draft GAP to be reviewed and amended**
- **GBV Committee to start work on campaign**
- **Refresher course on Gender**
- **Implement new concept in council work**
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Closing Remarks

The workshop was closed with a prayer and participants expressed their gratefulness through a spokesperson for the Gender Mainstreaming workshop.