

**GENDER SCORECARD FOR LOCAL GOVERNMENT**

NAME OF COUNTRY:    NAME OF COUNCIL =

SCORE OUT OF FOUR WHERE 0=none; 1=POOR; 2=SATISFACTORY; 3=GOOD; 4=VERY GOOD

	<b>INDICATORS</b>	<b>MEANS OF VERIFICATION</b>	<b>PROGRESS REPORTED AT SUMMIT</b>	<b>OWN SCORE</b>	<b>JUDGES SCORE</b>	<b>AGREED BASELINE SCORE</b>
<b>POLICY FRAMEWORK</b>						
1. There is a gender policy and action plan that incorporates the SADC Gender Protocol and other relevant targets. It is well known and has a high profile champion within the council.	<ul style="list-style-type: none"> <li>• Existence of plan</li> <li>• Plan signed and adopted</li> <li>• Plan shared with Council and Community</li> <li>• Plan integrated</li> <li>• Public events on gender eg International Women's Day</li> </ul>	<ul style="list-style-type: none"> <li>• Copy of the gender policy/action plan</li> <li>• Copy of the Council strategy/work plan</li> <li>• Minutes and records of meetings</li> <li>• Photos</li> <li>• Media coverage</li> </ul>		2	2	
<b>GOVERNANCE</b>						
<b>Representation</b>						
2. There are equal numbers of women and men councillors in the Council.	<ul style="list-style-type: none"> <li>• No of men councillors =</li> <li>• No of women councillors =</li> </ul>	Official records		2	3	
3. There are equal numbers of women	<ul style="list-style-type: none"> <li>• Mayor/Chair of Committee = M/F</li> </ul>	Official records		2	1	

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and men in decision-making positions in Council, Mayoral committee, chairs of committees etc.	<ul style="list-style-type: none"> <li>• Deputy mayor/deputy chair of committee = M/F</li> <li>• No of committees chaired by women =</li> <li>• No of committees chaired by men =</li> </ul>					
<b>Participation</b>						
4. Women and men participate equally in Council meetings and influence decisions taken by the Council.	<ul style="list-style-type: none"> <li>• Examples of issues raised by women in Council and what difference these have made.</li> </ul>	Council minutes		3	2	
<b>Public participation</b>						
5. There is equal participation of women and men at public meetings and events.	<ul style="list-style-type: none"> <li>• Examples of types of meetings held, representation/participation by women and men</li> </ul>	Photos Media coverage Minutes		3	2	
<b>MAINSTREAMING GENDER INTO EXISTING PROGRAMMES</b>						
6. The Council has a local economic development plan that targets women	<ul style="list-style-type: none"> <li>• Market places designed and no of stands allocated to women.</li> <li>• Local finance</li> </ul>	LED plans, how gender reflected Statistics on finance schemes.		1		

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entrepreneurs as key beneficiaries	<p>schemes of council, no of women and men who have benefited.</p> <ul style="list-style-type: none"> <li>Local finance schemes linked to Council, no of women and men who have benefited.</li> </ul>					
7. Women and men benefit equally from jobs created by the council.	<ul style="list-style-type: none"> <li>No of women in jobs created by Councils</li> <li>No of men in jobs created by councils</li> <li>Evidence of women and men being employed in non-traditional areas</li> </ul>	Council employment statistics by sector and area of work		1	2	
<b>Procurement</b>						
8. The Council keeps gender disaggregated data on procurement and has set a target for increasing the number and value of	<ul style="list-style-type: none"> <li>No of owned companies that have received contracts in the last year.</li> <li>No of men owned companies that have rcvd contracts</li> </ul>	Procurement policy – how gender is integrated into this.		1	3	

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contracts received by women.	in the last year.					
<b>Climate change and sustainable development</b>						
9. The Council is aware of climate change and its differential effects on women and men. Women and men are consulted equally on measures to be taken.	<ul style="list-style-type: none"> <li>Existence of a policy on climate change how gender is integrated into this.</li> <li>Extent to which policy has been canvassed; involvement of women and men.</li> </ul>	Climate change policy Records of meetings Photos/video		2	N/A	
10. Women are equally consulted and involved in waste management, and benefit from economic opportunities arising from this.	<ul style="list-style-type: none"> <li>How waste management is handled.</li> <li>How women are involved.</li> <li>Proportion of women in waste projects</li> </ul>	Waste management plans Gender statistics on waste management Photos; video		0	2	
<b>Land and housing</b>						
11. The Council keeps sex disaggregated data on title deeds and housing, and is	<ul style="list-style-type: none"> <li>How gender is integrated into allocation of land and houses</li> <li>No of women</li> </ul>	Policy on land and housing		2	0	

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promoting women's equal access	<p>allocated land and housing by council</p> <ul style="list-style-type: none"> <li>No of men allocated land and housing by Council.</li> </ul>					
<b>Water and sanitation</b>						
12. Women are involved in the planning, management and maintenance of water and sanitation.	<ul style="list-style-type: none"> <li>No of women on water/sanitation committees</li> <li>No of men on water/sanitation committees</li> <li>No of women chairing these committees/total no of committees</li> <li>Examples of the difference women have made</li> </ul>	<p>Policy on water and sanitation – how gender is integrated into this</p> <p>Gender disaggregated statistics</p> <p>Record of meetings</p> <p>Photos/video</p>		1	1	
<b>Environmental health</b>						
13. Women are equally involved in preventive health campaigns	<ul style="list-style-type: none"> <li>Types of campaigns</li> <li>Involvement by women</li> </ul>	<p>Records of campaigns</p> <p>Photos/video</p>		3	3	
<b>HIV/AIDS and care work</b>						
14. The Council has a gender aware HIV and	<ul style="list-style-type: none"> <li>Existence of policy</li> <li>Messages</li> </ul>	HIV and AIDS policy – gender dimensions		4		

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AIDS policy that is implemented and monitored.	<p>underscore unequal power relations between women and men;</p> <ul style="list-style-type: none"> <li>• Prevention of parent to child transmission</li> <li>• Men are encouraged to go for VCT</li> <li>• Women and men have equal access to treatment</li> </ul>					
15. The Council supports care for those living with HIV and AIDS and men are encouraged to be involved in care work.	<ul style="list-style-type: none"> <li>• Existence of care work projects supported by Council or in which Council is a partner.</li> <li>• Remuneration/training/support for care givers in these projects</li> <li>• No of women, no of men involved in care work</li> </ul>	<p>Records of projects</p> <p>Examples of what these have achieved</p> <p>Photos, videos</p>		3	3	
<b>Social development</b>						

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16. Social and recreational facilities are gender aware and responsive	<ul style="list-style-type: none"> <li>Types of facilities for sports and recreation, extent to which these cater to the needs of women and men.</li> <li>No of women, no of men who make use of facilities</li> </ul>	Records of facilities Gender disaggregated data		1	1	
<b>GENDER SPECIFIC PROGRAMMES</b>						
<b>Gender based violence (GBV) flagship plan</b>						
17. There is sufficient lighting on streets and in public spaces; all streets are named clearly, and names are gender aware	<ul style="list-style-type: none"> <li>Existence of street lights</li> <li>No of streets named</li> <li>No of streets named after women</li> <li>No of streets named after men</li> </ul>			3	2	
<i>Public awareness campaigns</i>						
18. The Council participates in campaigns to raise awareness on gender-based violence (GBV), such as the Sixteen	<ul style="list-style-type: none"> <li>Campaigns launched during the Sixteen Days</li> <li>Budget from Council for campaigns</li> </ul>	Reports Photos Video Budget		3	3	

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days of activism.	<ul style="list-style-type: none"> <li>• Other resources mobilised</li> <li>• Follow up to campaigns</li> <li>• Results achieved</li> </ul>					
<i>Response and coordination</i>						
19. There is a good working relationship between the police and community, especially women. Women are equally represented in community policing forums.	<ul style="list-style-type: none"> <li>• How the Council works with the police on GBV</li> <li>• Existence of committees on GBV</li> <li>• No of women and no of men on these committees</li> </ul>	Records Photos Video		4	4	
<b>EMPLOYMENT PRACTICES AND ENVIRONMENT</b>						
<b>Selection and recruitment</b>						
20. Women and men are employed in equal numbers across jobs, grades and in management positions and are equally remunerated for equal work. There is an affirmative action	<ul style="list-style-type: none"> <li>• No of women in management</li> <li>• No of men in management</li> <li>• CEO/head of administration =M/F</li> <li>• Examples of women in non traditional areas</li> </ul>	Council employment statistics		2	2	



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policy for ensuring 50% by 2015.	of decision-making eg finance					
<b>Capacity building</b>						
21. Gender training is provided for both women and men in the council, at all levels and is done in a systematic way.	<ul style="list-style-type: none"> <li>• Gender training conducted as part of COE's</li> <li>• Changing lives as a result of gender training</li> </ul>	COE reports Changing lives profiles		1	3	
<b>Working conditions and environment</b>						
22. The work place is family friendly; there is a sexual harassment policy that is enforced.	<ul style="list-style-type: none"> <li>• Maternity and paternity leave</li> <li>• Flexi time</li> <li>• Family days</li> <li>• Sexual harassment policy</li> <li>• How sexual harassment cases are dealt with</li> </ul>	Work place policies		1	3	
<b>GENDER MANAGEMENT SYSTEM</b>						
<b>Gender structures</b>						
23. The Council has set up a gender structure, including a gender focal person that is	<ul style="list-style-type: none"> <li>• Gender focal point – who and what level</li> <li>• Gender committee-</li> </ul>	COE and council records		3	3	

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	empowered to do its work. Gender is written into the job descriptions of key functionaries.	who and how often does it meet				
<b>Budgets</b>						
24. A share of expenditure is explicitly targeted at promoting gender equality. Women and men benefit from the mainstream budget	<ul style="list-style-type: none"> <li>• Specific budget line for gender – what proportion of budget</li> <li>• Gender reflected in mainstream budget</li> </ul>	Budget		2	2	
<b>Monitoring and evaluation</b>						
25. There is an M and E system in place for gender; it is used for tracing reporting purposes	<ul style="list-style-type: none"> <li>• Regular reports to management on gender action plan.</li> <li>• Corrective action taken.</li> <li>• Score card used for benchmarking.</li> </ul>			3	1	
<b>TOTAL</b>				53	48	

**ADDITIONAL COMMENTS**

**STRENGTHS**

**CHALLENGES**

**LESSONS LEARNED**

**NEXT STEPS**