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This is a report on the proceedings of the Centres of Excellence for Gender Mainstreaming in Local Government stage three workshop held from 8-10 November 2010 at the TRC Town Hall with participants from Nkonkobe District Municipality

The purpose of the programme was 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 looking at transformative leadership
- 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 councils in seeing the importance of making IT and the media work for them
- And empowering women leaders around the Media Literacy tools.

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

Over the three days, the workshop was attended by a range of council officials. In total 18 _ participants comprising of (2 men and 16 women); see **Annex B** for the full workshop participants list.

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

The Draft Gender Based Violence Action Plan for Capricorn District Municipality was produced by the participants is attached at **Annex D**.

The GBV messages/slogans/posters and calendar are attached at **Annex E**.

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 F**.

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 *"Ringing 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.

as that few practical steps have been taken to of government or to build the capacity of councillors as 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.

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 and support to address issues of gender across all spheres.

Process and activities

The 3 - day training programme employed the learning by doing approach which enables participants to be involved in the activities. To this end the material makes use of role plays, exercises and relative and informative case studies that are used to provoke thought and discussions about and plan the work of Councils from a gender perspective.

Issues covered in the programme included personal empowerment, gender and planning concepts, including gender mainstreaming, sex disaggregated data and the gender management system. There were detailed sessions on some of the core of local government functions, including gender responsive budgeting, gender equality land ownership, local economic development and violence against women. The full programme is attached at **Annex A**.

Welcome and opening

The GL country facilitator welcomed everyone and also thanked everyone for having taken their time off to be part of the programme.

Official opening

Cllr Riza Booi who is also the Chairperson of the Women's Caucus for the Council also welcomed all the participants present and, stated that it is very important to have these initiatives within local government.

Cllr Booi further emphasised and that such training programmes are a necessity.

Modules

There were detailed sessions on some of the core of local government functions, including key gender planning concepts, gender equality in service provision and gender based violence.

SADC Protocol

Participants did the protocol quiz and on average most people failed to get all the answers correctly with the exception of three participants, the workshop participants were divided into groups and the groups came up with the following points with regards to the SADC protocol

Work already done to achieve targets in protocol:

- Women’s caucus is in place
- Politically there is an improvement in balancing 50/50 gender presentation guided by the constitution
- In workplace forums the council have managed to balance gender in all the committees
- Procuring of tenders is focused on women as equal participants

How the targets in the protocol be included in the work of Nkonkobe District:

- The council should ensure that there is an appointed gender focal person
- Council recruitment should be gender sensitive.
- Have this information shared and filtered for all officials and councillors
- Public participation should be sensitive to women so that they can participate.
- Develop and implement programmes to mainstream gender

Popularization of the SADC Protocol as a council

- Through community radio stations, radio interviews
- Community meetings and public hearings
- Conduct rallies and marches
- Media Campaigns
- Door to door campaigns- taxi ranks



Figure 1: Group exercise amongst participants

Key gender concepts

With this exercise, participants were engaged in a card swapping exercise that would help them define gender and sex; through this exercise participants were able to differentiate roles, activities and occupations in relation to gender and sex. During this session the participants also looked at stereotypes and the following were group write ups on the messages conveyed about men and women:

- Women are manipulative
- Women are soft, kind and take care of others
- Men are strong
- Men have the money
- Men can buy sex and that is acceptable
- Women are not pure they are seen as being evil, and dirty
- Men are powerful and can make proper decisions
- Women cannot think independently
- Men can initiate sex
- Women are not intelligent

Gender and governance

Module three on gender and governance saw participants doing group exercises on women's representation, participation and transformation. The groups engaged in songs, drama and managed to bring out real situations happening in councils. Discussions included barriers to effective participation and how these can be overcome. According to the group discussions, the following are the some of the barriers:

Barriers to participation

- Lack of education
- Intimidation
- Male control
- Poor resources
- Information not shared with women
- Stereotyping
- Women are not seen as leaders
- Lack of support from other women, often pulling each other down
- Lack of self-confidence
- Dual responsibilities of women
- Lack of respect from men and other women
- Cultural barriers
- Workplace discrimination



Figure 2: Participants formulating GBV Plans

After the discussion there were a few possible solutions that were identified to address the issue of barriers to participation

- Fair resource allocation
- Training needs to be done for both men and women
- Challenging misconceptions and stereotypes about women

These highlighted factors indicate that these are some of the barriers that effect the participation of women effectively.

What are the qualities expected from their leaders	How can communities contribute to good leadership	What are problems associated with leadership
Trustworthiness Liability Accountability truthfulness creative thinker Fairness objectivity Ability to lead efficiency Manager level-headed negotiator Motivator humility	Be modest Visibility-leaders to be supportive Response when called upon challenging difficult situations communities should also be supportive to their leaders Involvement helpful analysis Rewards good achievements	political affairs Not being neutral Poor distribution of resources Lack of information Lack of knowledge No room for change Lack of interest Bad publicity have doubts about their intentions negative criticism inadequate resources

Gender policy and planning concepts

Participants again were given exercises to do in groups on practical and strategic gender needs, gender blind, gender neutral and gender aware policies, gender mainstreaming, sex disaggregated data and gender budgeting.

They defined practical gender needs:

- Immediate needs must be met
- basic needs, such as water, food essential for everyday
- deals with a few restricted immediate needs

Strategic gender needs were defined as:

- Addresses long term needs
- Deals with a wider range of issues
- Requires planning-i.e.-buying a house



Figure 3: Participants sharing information

While discussing sex disaggregated data, participants came up with following points:

- Women are not well represented in key senior positions of the council
- Women continue to be densely populated in the administration sector
- Capacity building skills not aimed equally for men and women

Gender, the Economy and budgets

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

discriminated against to be favourable for women and their projects to

- Council budget must make provision for gender mainstreaming
- Vital to make sure that women are economically empowered

The issue of gender division of labour was also thoroughly discussed and the participants came up with the following points:

- Women tend to be in the unpaid economy
- The work that women do is not seen as work-child rearing
- Government needs to make adequate provisions for women
- Women are often exploited through unfair labour practices

There were workshop participants (who had not scored their council before) were given an institutional score card to measure the gender sensitiveness of their council based on their current situation. The scorecard can be used as baseline data against which they measure the progress of their councils at a later date. According to the ratings that were given, the average score came out to be 52% it indicated that there was a gender balance in the council, to a certain extent. However there were still some gaps identified in all areas. The council has been mainstreaming gender into its activities, however the gaps identified could also assist the council when moving forward, and mainstreaming gender issues further.

Outcomes

- Gender built into policy and practise at local level, and that councils identified the need to have gender built into policy and practise at local level.
- An increased knowledge and awareness on mainstreaming gender at the local government level through on the training on key gender topics like gender analysis and budgeting, media literacy and transformative leadership.
- The workshop participants were informed and empowered around the SADC Protocol.
- Communities are engaged and included in the planning for activities for the upcoming *16 Days*.
- Assist with the identification of best practises for the next gender justice and local government summit at an early stage to ensure that the documentation and verification process can begin early.



Figure 4: Participant giving feedback

Way Forward

Action Taken	Action Planned
<ul style="list-style-type: none"> - Workshop has been conducted - Issues of GBV were discussed - Gender Action Plan and GBV were formulated 	<ul style="list-style-type: none"> - Channel and infiltrate the information to the relevant units - Ensure implementation and adoption of the plan - Tabulate the Gender Action plan in the next council meeting



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The Speaker of Nkonkobe Local Municipality thanked Gender Links as well as the participants for making the workshop a success. He further encouraged all the councillors and officials of the council to implement what they had learnt in their communities and in their various respective areas of work.

Outputs

- Gender and GBV Action Plan for Nkonkobe Local Municipality.

PROGRAMME
Stage 3: Council level policy and implementation workshop
Nkonkobe Local Municipality
Venue: TRC Town Hall
Dates: 8-10 November 2010

DAY/TIME	ACTIVITY	WHO
DAY ONE:		
8:00 – 8:15	Registration	GL
8:15 – 8:30	Introductions	All
8:30 – 8:45	Opening	Cllr Riza Booï
8:45 – 9:15	Objectives <ul style="list-style-type: none"> To provide background and agree on objectives for the workshop To develop guidelines of participation Eyes and ears 	GL
Key gender concepts		
9:15 – 10:15	Sex, gender and stereotypes	GL
10:15 – 10:45	<i>TEA</i>	
10:45 – 11:45	Group work on Challenging stereotypes; Internalising oppression	Group
Gender and governance		
11:45 – 13:00	Access, participation, transformation, transformative leadership: At the Coalface: Gender and Development	GL
13:00 – 14:00	<i>LUNCH</i>	
14:00 – 15:00	Report back – Debate	Group
15:00 – 15:30	Transformative leadership	GL
15:30 – 16:00	<i>TEA</i>	
16:00 – 17:00	Transformative leadership (continues)	GL
17:00	CLOSURE	
DAY TWO:		
8:00 – 8:30	Reflections, Eyes and ears	Group
Key gender planning concepts		
8:30 – 10:00	Practical and strategic needs	GL
	Group 1: Gender mainstreaming Group 2: Sex disaggregated data Group 3: Gender responsive budgeting Group 4: Gender equality in service provision Group 5: Gender management system	Group
10:00 – 10:30	<i>TEA</i>	
10:30 – 13:00	Gender, the economy and budgets	GL
13:00 – 14:00	<i>LUNCH</i>	
14:00 – 15:00 -	Draft gender action plan framework	GL/group
15:00 – 15:30	Group 1: Governance	
15:30 – 17:00	Group 2: Gender in existing programmes: Economy, procurement, housing, transport, utilities	Group
	Group 3: Gender in existing programmes: Health, HIV and	

		WHO
	mental health, social development	
	Group 4: Employment practices and environment	
	Group 5: Gender management system	
17:00	CLOSURE	
DAY THREE		
8:00 – 8:30	Reflections, Eyes and ears	Group
Localising plans to end gender based violence		
8:30 – 9:30	Key GBV provisions in the SADC Protocol on Gender and Development	GL
9:30 – 10:30	GBV as a key service delivery issue	GL
10:30 – 11:00	<i>TEA</i>	GL
11:00 – 13:00	Developing a plan to end GBV	GL/group
13:00 – 14:00	<i>LUNCH</i>	GL
14:00 – 15:00	Communicating local GBV action plans	GL/group
15:00 – 15:30	<i>TEA</i>	
15:30 – 17:00	Developing messages and slogans for the campaign	GL/group

Annex B: Participants List

Event: Stage 3: Council Level Policy and Implementation workshop
Country: South Africa
Venue: TRC Town Hall
Date: 8-10 November 2010

NAME	Sex M/F	ORGANISATION / MUNICIPALITY	DESIGNATION	PHONE	FAX	E MAIL
FN Booi	F	Nkonkobe	Councillor	0718824372	0406532178	Viza.booi@gmail.com
N. L Nqana	F	Nkonkobe	Councillor	0761164093		Nxonxonqana@gmail.com
Lupapu Gandi	F	Nkonkobe	Councillor	0788021992	0466451774	mjpapu@webmail.co.za
J Lombo	F	Nkonkobe	Councillor	07188224376		
N Gora	F	Nkonkobe	Councillor	0832549173		nomagag@gmail.com
J.Z Ngcakaza	F	Nkonkobe	P. R. Councillor	0731487545	0406533275	
N Zondi	F	Nkonkobe	P. R. Councillor	0718824374	0406532375	
S. P Matyila	F	Nkonkobe	P. R. Councillor	0718824379		Shirley.matyila@gmail.com
MV Rara	M	Nkonkobe	Ward Councillor	0832062928	0466457405	Raramv@gmail.com
J.H Ndlebe	M	Nkonkobe	Speaker	0732175110	0466457425	jndlebe@nkonkobe.co.za

NAME	Sex M/F	ORGANISATION / MUNICIPALITY	DESIGNATION	PHONE	FAX	E MAIL
T.Z Mahlanyana	F	Nkonkobe	PR Councillor	0736440161		
Lorna Masala	F	Nkonkobe	Ward Exco Member	0718825048		lornamasala@gmail.com
NW Xawe	F	Nkonkobe	Women's Caucus Member	0729355318	0466451775	winnienawe@gmail.com
Nosiphiwe Resha	F	Nkonkobe	Manager of the Speaker	046 645 7492	046 6452562	nspeelman@nkonkobe.co.za
N Maqetuka	F	Nkonkobe	PA of the Speaker	046-6457493	046-6452562	nmaqetuka@nkonkobe.co.za
Z.M Rasmeni	F	Nkonkobe	Ward Councillor	0832062690		mizeenaseni@gmail.com
N.M Makapela	F	Nkonkobe	PR Councillor	0832062690		nmakapela@gmail.com
V. Ndevu	F	Nkonkobe	Ward Councillor	083 2061641		

Attendance statistics by gender

Females	16	63
Males	2	29
TOTAL	18	100

Annex C: Gender Action Plan

GENDER AND GENDER BASED VIOLENCE ACTION PLAN FOR RUWA COUNCIL

The fields to be completed are:

- **Who** – who/ which department/s will responsible of the action?
- **What is the baseline data** - what is the starting point, answer the questions?
- **What is the target / indicator** – what is the ultimate goal of the council and how will achievement of this goal be measured, answer the questions?
- **When** – what is the timeframe in which this should be completed?
- **Budget** – what is the budget required for this action to be completed?

STRATEGIC OBJECTIVE	ACTION	WHO	BASELINE	TARGETS/ INDICATORS	WHEN	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	Councils should have standard training on national, regional and international commitments made by the country at each induction session of new staff.	Council NGO’s Strategic planning	Awareness levels around national and regional commitment need to be done for the council as this has not been done in the council before	Council will need to make sure that new staff that are recruited will need to be trained about the SADC Protocol as this is a key important instrument	2012	R 30 000
Ensure that there is there is a gender policy in the council and it is implemented.	Advocate for the development and implementation of a gender policy for the council.	Council Strategic planning HR Office of the Speaker Women’s Caucus	The council does not have a gender policy	Ensure that the council does draw up a gender policy and also make sure that it is implemented	2011	N/A

Gender issues are given a high political profile by the Council and has a political champion	Provide training for key councillors on gender issues to ensure that gender issues are championed by key politicians.	Office of the Speaker Women's Caucus	Gender issues are given a profile within the council as there is a women's caucus however this is often overlooked, and women are not supported as often especially the women's desk	Ensure that gender issues are given a high profile and make sure that gender is given a high profile within the council	2012	N/A
I. GOVERNANCE						
Representation						
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.	Ensure that there are equal numbers of women and men councillors in the council through advocating for 50/50 quota	Speakers Office Mayor Municipal Manager	Women Councillors are more than men at the moment	To make sure that 50/50 representation and to also ensure that men are part of the equation	By 2014	N/A
	Lobby that there are equal numbers of women and men in decision-making positions in council, Mayoral committee, chairs of committees etc.	Provincial deployment committee National deployment committee	3 Women Councillors at the moment that are serving in the Mayoral committee	To make sure that 50/50 representation and to also ensure that men are part of the equation	2014	N/A
	Ensure that there is gender balance on all community committees.	Political leadership/SANCO	Mostly in all areas Chairpersons are men	To make sure that 50/50 representation	2014	N/A
To ensure that women are equally represented in leadership positions in the Council.	Compile and update statistics on women in leadership positions in local government	Municipal Manager/Gender Focal Person	22 councillors/2Female Section 57 Managers	To make sure that 50/50 representation	2014	N/A

	including management and other committees.					
	Encourage women to participate by mentoring and coaching them into these roles	Women Caucus /Gender Focal Person	Currently there is no one assigned to this	Ensure that women are encouraged and mentored into these roles	2014	N/A
To educate communities and raise awareness about the importance of women's equal representation in local councils	Raise awareness in communities on the importance of women being equally represented in local politics and the importance of voting for women.	Speakers Office/Women Caucus	Awareness in communities has been raised but perhaps not as effectively as	The council needs to make sure that awareness is raised on gender issues	2014	R 30 000
	Host sensitisation programmes and hold dialogues that address the causes of 'pull her down' syndrome to promote better understanding of this phenomenon	Speakers Office, Women's Forum, IYA	Nothing has been done about sensitisation in terms of programmes in place	Council needs to host sensitisation programmes to make sure that men and women are able to address the "PhD" syndrome	2014	N/A
Participation						
To increase participation by women because their concerns are often sidelined or overshadowed by political party concerns.	Ensure that women and men participate equally in council meetings.	Chief Whip Women Caucus	Women do participate meaningfully in council meetings	Need to make sure that women are given much more of a voice to participate in council meetings	2014	N/A
	Ensure that women have an influence on decisions taken by the council.	Women Caucus/Corporate Service	Women do not have a great influence on decisions taken in the council	Make sure that women have an influence on decisions taken by the council	2014	N/A
	Network with other	Women Caucus	Women have been	Women need to be	2012	R 100 000

	local, national and provincial women's caucuses.		engaging in the different platforms and also networking with other women's caucuses	engaged and encouraged to network with other women's caucuses		
To empower women councillors to articulate what are regarded as "women's issues."	Conduct a skills audit of women's councillors.	Speakers Office/HR	Skills audit does occur but it does not happen frequently	Skills audit need to be done properly for women councillors	2011	N/A
	Induction programmes for new councillors with follow up refresher courses.	Speakers Office	New councillors are inducted and there are programmes in place for them	The induction programme for councillors needs to be done consistently	2011	N/A
To empower men on gender issues and mobilise their support.	Host gender training workshops for male and female councillors and officials.	Speakers Office/HR	There has been no gender training prior to the consultation from Gender Links	The council needs to ensure that the gender training that was done needs to be taken forward	2012	R 200 000
	Host monthly gender dialogues with male councillors and officials.	Speakers Office/HR	Nothing of this nature has been done before	Monthly gender dialogues need to be done consistently for the council	2011	R 60 000
Public participation						
To ensure that women and men participate equally in community matters	Collect, disaggregate and analyse data on communities.	Women Forum/Gender Focal Person/ Strategic planning	Basically nothing has been done	The council needs to make sure that data is collected and disaggregated	2011	R50 000
	Encourage men to participate in public meetings and on issues that are traditionally considered to be only of concern to women.	Women Forum/Gender Focal Person	Men need to participate in public meetings and also support issues that relate to gender equality	Make sure that men support gender equality issues and participate meaningfully	2011	R50 000
	Educate, inform and disseminate information in indigenous languages on issues that affect	SPU/HR/ Gender Focal Person	Information of this nature has not been sent out before and this would be beneficial to women	This information needs to be sent out to women and information needs to be shared accordingly	2011	R100 000

	women such as utilities, payment of bills, housing opportunities, contracts and employment opportunities and HIV and AIDS					
II. PLANNING						
To ensure that targeted planning and service delivery takes place in the council women are consulted equally in policy-making processes.	Ensure targeted gender planning and service delivery takes place in the council	Municipal Manager Office of the Speaker	Gender planning has not taken place as yet	Ensure that gender planning and service delivery takes place	2011-2012	R250.000
	Ensure strategic objectives of the Council explicitly mention gender.	Strategic Planning manager SPU Municipal Manager	There is no mentioning of gender in the strategic objectives	Ensure that there is a gender plan in place and a gender focal person is appointed	2012	R200.000
	Ensure that there are gender indicators in all plans.	Strategic planning manager	No indicators in place.	To ensure that all plans are reflecting gender indicators.	2011/2012	R50.000
	Information is collected from women about their constraints, opportunities, incentives and needs and women are consulted in the drawing up of plans and policies.	Strategic planning manager, SPU	No indicators in place.	Ensure that indicators in place within the council.	2011/2012	R165.000
To ensure that women are consulted about their needs when drawing up plans for the council.	Adapt the vision and mission statement of the council to ensure that it is gender aware.	Strategic planning manager, SPU & Women's 'caucus.	No indicators in place.	To promote consultation of women.	2011/2012	R165.000
	Consult with both	Municipal	Currently women are not	Making sure that council	2011/2012	R 50.000

	women and men when drawing up plans.	Manager ,Strategic planning manager, SPU	consulted when drawing plans.	plans are gender sensitive		
	All units and departments should include gender indicators in their business plans.	MM, Strategic planning manager, corporate services	No plans included gender indicators.	Gender indicators included in departmental plans	2011/12	R25.000
	Conduct surveys prior to planning to determine the needs of both women and men.	Women caucus, Municipal Manager, Strategic planning manager	No surveys conducted	Needs of both women and men be determined prior planning	2011/12	R250,000
	Councils should administer customer satisfaction surveys that are disaggregated and analysed according to gender.	Municipal Manager, Strategic planning manager	No disaggregated customer satisfactions surveys administered.	Disaggregated customer satisfaction surveys administered.	2011/2012	R250,000
III. GENDER IN EXISTING PROGRAMMES						
Security and emergency services						
To address issues of safety within communities that affect women disproportionately especially in informal settlements.	All streets should be named so that emergency services can locate women who call for assistance	HR Municipal Manager	Some streets in urban areas are named, naming can be done in new extensions in New Town. The post office assists with the process of house numbering	Street naming to be done in informal settlements (rural areas).	2011/2012	R350.000
	Establish community policing posts	Community Services SAPS	There are CPF's within the community	Ensure that the CPF's are functional and effective	2011/2012	R100 000

To educate women and to raise awareness, especially of women-headed households in informal settlements, who suffer disproportionately as a result of fires that destroy their homes and livelihoods.	Awareness programmes that target women, on the prevention of fires. Train community members on how to prevent disasters and to handle emergencies, including first aid.	Community Services	No awareness programmes in place	Awareness programmes targeting women are in place	2011/2012	R100 000
The economy and job creation						
To facilitate equal employment opportunities because women are disproportionately affected by high levels of unemployment	The council has a local economic development plan that targets women entrepreneurs as key beneficiaries	Strategic Planning Manager	No LED Strategy	To have a LED plan targeting women in place	2011/2012	R1m
	Ensure that women and men benefit equally from informal trading facilities in the council.	CFO,MM	Currently data is not disaggregated and not updated	Ensure that data is disaggregated	2011/ 2012	R 20 000
To obtain sex disaggregated data on unemployment levels in local authorities	Conduct surveys, collect data and analyse it in conjunction with NGOs and CSO	NYDA SPU Strategic Planning	Currently data is not disaggregated and not updated	Ensure that data is disaggregated	2011/ 2012	R 20 000
To promote equal representation of women in the tourism industry	Facilitate development and entry of women into the tourism industry e.g. Provision of land to women in the industry	Strategic planning Tourism Board NEDA	Women who are in tourism are not registered on the data base currently	Ensure that the council assists with the entry of women in tourism	2011/2012	R 60 000
Procurement						
To ensure that women	The council has a	Finance	There is a procurement	Make sure that the	2011/2012	R 25 000

benefit equally from the procurement process which they have historically been excluded from.	procurement policy that sets a target for increasing the number and value of contracts received by women.	Supply chain manager NEDA Strategic planning Dept of Labour Dept of Economic development	policy although it does not target women as beneficiaries	procurement policy makes provision for women		
	Implement and monitor quotas for women for the awarding of council contracts	CFO,SCM Manager, strategic planning MM	Not sure if council has a monitoring system to oversee the awarding of contracts	Ensure that the council has an M&E process to implement and oversee the awarding of contracts to women	2011-2012	R 50 000
Poverty eradication						
To develop a gender sensitive strategy to address the high levels of poverty that affect mainly women especially women headed households and align it with the planning unit in the Ministry of Finance	Facilitate the implementation of income-generating activities, improve resources allocated and implement monitoring and evaluation systems Train women on project management and sustainable livelihoods and how to access CDF and network with NGOs	MM Finance SCM Strategic planning	Currently council does not have a system in place to ensure that women are part of income generating projects	Council needs to make sure that they develop projects that women are trained in project management	2011/2012	R 150 000
Business support						
To promote women's participation in the business sector where they are poorly represented	Link women's small businesses with opportunities in the value chains of growth sectors.	Finance NEDA Strategic Planning	Council does currently not have a plan to promote and link women to business opportunities , only a plan addressed to youth	There is a current women's' forum that will link women to business plans	Current	

To empower women entrepreneurs through business skills and support	Facilitate skills development, access to information and finance, and business support for poor women.	Finance NEDA Strategic Planning	Council does currently not have a plan to promote and link women to business opportunities , only a plan addressed to youth	There is a current women's' forum that will link women to business plans	Current	
Informal sector						
To promote equal access to markets.	Link women to growth sectors.					
INFRASTRUCTURE						
Housing						
To promote the equal rights of women to land tenure	The council keeps sex disaggregated data on title deeds.	Strategic Planning	The council does not do this	Council needs to keep sex disaggregated data on title deeds	2011	R 30 000
	The council has taken steps to ensure that women benefit equally from land and housing opportunities.	Strategic Planning Housing Dept of Economic Affairs	The council has not taken the needed steps	The council needs to make sure that women benefit from housing opportunities	2012	R 70 000
Water, sanitation and electricity						
To ensure that women, who are disproportionately affected by inadequate service delivery, are provided with affordable access to basic services	The council has sex disaggregated data on who has access to basic services i.e. male and female headed households.	Strategic Planning Housing Dept of Economic Affairs MM	The council currently does not do this and there is no information of women and men accessing services	The council needs to make sure that information of this nature is kept accordingly	2011	R 60 000
	Women are involved in the planning, management and maintenance of these services and facilities.	Strategic Planning Housing Women's Caucus MM Council	Women are not involved in the planning and management of the services and facilities in the council	Women need to be consulted effectively with regard to the services and facilities that they access	2012	R 60 000
Environmental health						
To involve women, as key	Women are consulted	Municipal	Women are not consulted in	Ensure that women are	2012	R 80 000

stewards of the environment, in environmental preservation projects or making business ventures from the environment.	in the management of waste. Women and men benefit equally from business opportunities in this sector.	Manager HR Economic Development Council Finance Supply Chain	waste management Women within the council do benefit from some initiatives within the council	consulted in waste management More women need to benefit from economic opportunities within the council		
To take into account the needs of women who are increasingly burdened with the responsibility of burying family and community members.	Women's needs should be taken into account in the location of cemeteries.	Community Services/HR	None currently	Ensure that women are consulted in matters relating to cemeteries	2011	R 50 000
HEALTH						
HIV and AIDS						
Prevention						
To establish the gendered dimensions of HIV/AIDS and raise awareness on the disease in the council.	Ensure that council keeps gender disaggregated data on HIV/AIDS	DOH Community Services	Council does keep sex disaggregated data on HIV/AIDS	Make sure that the council keeps this data ongoing	Ongoing	N/A
	Integrate gender considerations local in HIV/AIDS programmes.	Community Services HR NGO's DOH	Gender considerations are not taken into account when thinking about HIV/AIDS	Council to make sure that gender considerations are taken into account	2011	R50 000
	Develop gender aware HIV and AIDS public education and awareness campaign.	DOH Community Services NGO's	There are awareness campaigns however they are done by depts. And the council assists	Council to develop own awareness campaigns with regard to education of HIV/AIDS	2011	R80 000
To raise awareness that there is an increased risk of contracting HIV/AIDS as a result of sexual	Public awareness campaigns on the links between GBV and HIV/AIDS	Rape Crisis CPF SAPS Council	The council has not made awareness campaigns with regard to GBV and HIV/AIDS	Make sure that the council does an awareness campaign with regard to HIV/AIDS and GBV	2011	R50 000

assault.						
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.	Integrate PEP into public awareness campaigns; Lobby to have PEP available in all health facilities.	Rape Crisis SAPS CPF	Currently there is no awareness campaign with regard to PEP	Ensure that council raises awareness on PEP , and also sensitise the police	2012	R50 000
To educate women and men on voluntary counselling and testing which is a powerful tool for preventing the spread of HIV/AIDS.	Obtain gender disaggregated statistics on VCT. Use this to devise campaigns to encourage women and men to go for VCT.	DOH Community Services HIV/AIDS NGO's	The council has not done VCT campaigns before	Ensure that the council does partake in VCT campaigns	2011	R50 000
Treatment						
To address the fact that women are often the last to access free treatment where this is available.	Gender disaggregated statistics on access to treatment and care; policy measures to rectify this.	DOH Community Services NGO's	Council has not done this before to make sure that women have access to treatment	Council needs to make sure that they also partake in this activity to make sure that women have access to treatment	2011	R50 000
Social development						
To make community and sporting facilities more accessible to women and girls and ensure that they benefit equally from such facilities.	The council keeps sex and age disaggregated data on the use of existing facilities, e.g. retirement centres, community centres, libraries and Women, girls, men and boys benefit equally from budget allocations for sports and recreation facilities	Strategic planning HR Housing Finance	Council does not currently keep information sex disaggregated and have access to facilities and utilities	Make sure that the council does keep this data disaggregated	2012	R 30 000
	Design programmes to	Dept of Sports &	The council does not have	Make sure that the council	2011	R60 000

	ensure that women and men benefit equally from local authority facilities, for example promoting women in traditionally male sports, e.g. Soccer and boxing.	Culture Community Services	sports programmes of this nature that encourage young women to be part of male sports	develops programmes of this nature to encourage young women		
IV. EMPLOYMENT PRACTICES AND ENVIRONMENT						
To increase the representation of women employed in the council.	Adopt the SADC target of 50% women in all areas of leadership and employment by 2015. Explicitly prioritise gender equity in performance plans.	HR Municipal Manager Council	Currently women are not at 50% target	To ensure that women are employed within the 50% quota by 2015	2012	R 100.000
	Address gender imbalances in departments – increase number of women employed overall as well as increase the number of women in senior and management positions and address the departments where the greatest imbalances exist.	HR Municipal Manager Council	Currently the number of females employed is less than the number of males in all the municipal sections	To ensure that women are employed within the 50% quota by 2015	2012	R150.000
	Include women's targets as a non negotiable component of senior managers' contract.	HR Municipal Manager Council	Council has 4 male managers and 2 women managers	To ensure that women are employed within the 50% quota by 2015	2013	

	Obtain buy-in and support of the unions for increased gender equity in the employment profile of the council.	HR Municipal Manager Council	The unions fully participate in the employment profile of Council as observers	To ensure that unions fully participate in the employment of Council as their inputs are valuable	2013	
Selection and recruitment						
To ensure that the recruitment and selection process offers equal opportunity to women.	All job advertisements should encourage women to apply.	HR Municipal Manager	Currently our adverts are not gender sensitive	To ensure that all the adverts encourages women to apply	2012	
	Selection panels should be gender balanced.	HR	Currently the gender concept is not captured in the recruitment policy	To ensure that the gender concept is included in the policy	2012	
	Gender sensitive selection policies should apply at all time: Interviews questions and practices should not discriminate against women in any way. Experience and qualifications should both be taken into account in evaluating suitability for posts.	HR	Currently that is not done	To ensure that the selection policies are gender sensitive	2013	-
	Develop comprehensive employment equity plans.	HR	Currently the council has a draft plan that is ready for adoption		2012	
	Incorporate gender into structure system policies and processes.	HR	Currently all the policies are gender blind	To make sure that policy reviewal is made so as to incorporate gender issues	2012	

Career pathing						
To educate and train women employees, who have previously been disadvantaged, by implementing capacity-building and mentoring programmes so that they may be empowered to perform their job functions and map their intended career paths	Council should have a staff development plan and this should be adequately planned and budgeted for.	HR Council	There is no policy that focuses on training of women employees.	To develop a policy that will focus on training of women employees that were previously disadvantaged.		
	Undertake a skills/qualification audit and assessment of all municipal employees.	HR	Skills audit has not been done yet.	To ensure that skills qualification audit and assessment of all municipal employees is conducted		
	Devise and implement a range of capacity-building options for employees and councillors	HR Office Of the Speaker	Capacity building is done through SALGA but its not up to scratch	To ensure that the capacity programmes are devised and implemented	2011	
	Mentoring new and councillors and employees.	HR Office Of The speaker	No mentoring programmes for employees and councillors	To develop mentoring plan	2011	
	Provide information to councillors, CBOs and community members.	Office Of The Speaker	Information is provided to community and all stakeholders	Strengthen community participation strategy	2011	
Increase the number of learnerships available for girls.	Office Of The Municipal Manager	No learnership programmes available	Develop learnership programmes that provides gender equity.50% quota.	2011		
Work conditions and environment						
To facilitate women's equal participation in the workplace by providing	Provide and standardise paternity leave and accompany	HR	Currently legislation provides for paternity leave but there is no programme	To develop a programme on responsible fatherhood	2013	

support for parents because parenting responsibilities have continue to be the main responsibility of women.	this with a programme on responsible fatherhood. Possibly consider shared maternity and paternity leave		on responsible fatherhood			
	Meetings times should take the needs of all employees into consideration and not run too late.	HR	Departmental meetings do sit	To ensure that meetings do sit and the needs of all employees are taken into consideration	2011	
	Provide child care facilities for municipal employees.	Strategic Planning Council	Currently there is no policy that talk of child care facilities for municipal employees and Councillors	To develop a policy that will address the issue of child care facilities	2014	
	Provide flexible work arrangements for parents.	HR	Currently all employees are working normal working hours	The council will continue as per legislation		
	Conduct awareness programmes on parenting responsibilities.	HR	No awareness programmes conducted	To develop awareness programmes on parenting responsibilities	2014	
Address issues of sexual harassment in the council.	Develop and implement a sexual harassment policy (SHP).	HR	Council has already developed and adopted the SHP	Strengthen implementation of the SHP	2011	
	Workplace education and awareness on the SHP					
V. GENDER MANAGEMENT SYSTEM						
Gender structures						
To establish structures that constitute the gender machinery and to ensure	The council has set up a gender structure, including a gender	Office of the Speaker, LED & HR	Put up structures i.e. Women's Caucus.	Advert for GFP, manager and outreach officer. Budget for Women's	In phases from 2011/2012	R1m

that they have the authority to carry out their work and to obtain the commitment of all managers.	focal person, which has a budget and is empowered to do its work.	council		<i>Caucus and for the posts</i>		
	Gender is written into the job descriptions and performance agreements of managers and key functionaries	HR, Office of the Speaker, Council LED	Currently not	Performance agreements and job descriptions. new KPAS should cater for this	2011 July	Already budgeted for
Budget, monitoring and evaluation						
To make use of gender disaggregated data for monitoring and evaluation to ensure that gender equality is being strived for.	A share of expenditure is explicitly targeted at promoting gender equality.	Speakers office, gender desk	Program for the year for the caucus	Policies and rules that are gender sensitive	immediately	Overall budget
	Women are able to benefit equally and meaningfully from the resources allocated to mainstream projects.	Gender desk	In the woman caucus projects only	Projects should be beneficial for women	2011	Overall
	Service, employment, procurement statistics are disaggregated by sex and gender indicators have been put in place for planning and human resource management systems.	HR speakers office	Only in the speaker's office	All departments to have	2011	Overall
To ensure that resources are being allocated to gender priorities.	Ensure that departments allocate resources to gender priorities.	All departments	Currently at SPU	All departments should be sensitive to this and the budget should be at the speaker's office	2010/2011	R 300 000

Capacity building						
To ensure that training is done to educate all employees and community groups on gender	Diversity and gender training is provided for both men and women in the council, at all level and is done systematically	Office of the Speaker	Partly training of all councillors	Training for all levels and in all departments of the municipality. This should be budgeted.	2011	R 100 000
	Facilitate skills training for members of gender machinery.	Office of the Speaker	Women's Caucus	Women Councillors and female employees	2011	
	Liaise with service providers to provide training programmes.	Office of the Speaker	Women's Caucus	Training Programmes	2011	R1m
	Facilitate training programmes among councillors, officials and community groups and asses impact of the training.	Office of the Speaker	Women's Caucus	Training Programmes	2011	R1m
	Gender sensitivity, analysis training for both male and female councillors and officers.	Office of the Speaker	Women's Caucus	Training Programmes	2011	R1m
To raise awareness on gender issues and challenge the belief that gender is a "women's issue".	Compile a calendar of special gender events and campaigns.	Office of Speaker	Women's Caucus	Calendar of special events	2011	R1m
	Engage in campaigns to raise the profile of gender e.g. Women's Day; Father's Day, Sixteen Days campaign.	SPU,	Women's Caucus, Disabled People, Children Forum, Youth Forum	Campaigns and Programme	2011	R1m

Annex D: GBV Action Plan

STRATEGIC OBJECTIVE	ACTION	WHO	BASELINE	TARGETS/ INDICATORS	WHEN	BUDGET
FLAGSHIP PROJECT - ENDING GENDER BASED VIOLENCE						
Support						
To implement a plan and actions that supports survivors of GBV	Carry out an audit of safe houses.	Infrastructure HR	Council does not have an audit plan in place	To develop an audit plan for safe houses	2015	R100 000
	Commit council resources to strength and ensure sustainability of existing places of safety and establish some in places where they do not exist.	Infrastructure Administration	Currently has not committed its resources for the sustainability of existing places of safety	To develop a plan that will ensure that Council commit its resources and make budget available for such	2015	R2m
	Establish day care centres for the elderly to ensure their safety.	Municipal manager	Council has not yet established day care centres for the elderly	To develop a plan that will ensure that Council commit itself for the establishment of the elderly day care centres and make budget available for such	2015	R1,5m
	Ensure that women are economically empowered to reduce their vulnerability to gender violence.	Strategic Budget & Treasury	Currently Council does not have a forcing plan that will ensure that women are empowered economically	To develop an implementable forcing plan that will ensure that women are empowered economically	2014	R300 000
Coordination						
To ensure that efforts to address GBV are conducted in a coordinated manner	Establish multi-sector coordinating structures to tackle gender	Women's Forum	Currently there is no programme	GBV Action Plan	2011	Women's Caucus Budget

STRATEGIC OBJECTIVE	ACTION	WHO	BASELINE	TARGETS/INDICATORS	WHEN	BUDGET
	violence. Strengthen relations with local police stations and ensure that cases of GBV are efficiently and effectively addressed.	Inclusive CPF	Currently there is no programme	GBV Cases are concluded	2011	No funding
Budget allocation						
To ensure that Councils commit budget and resources to addressing GBV	Allocate budget and resources to addressing GBV	Office of the Speaker, Women's Caucus & Forum	Women's Caucus	Eradicate GBV	2015	From the overall budget
Monitoring and evaluation						
To ensure that efforts to address GBV are monitored and evaluated	Develop a set of targets and indicators to measure progress and ensure that these are mainstreamed into development plans.	Office of Speaker's, Women's Caucus, Women's Forum	Women's Forum and Caucus	Number of GBV related cases dealt	Continuously	From the overall budget.
Prevention						
Women's safety To make communities safer by planning and improving safety in public places	Conduct gender safety audits and reflect specific targets for reducing GBV.	Office of Speaker's, Women's Caucus, Women's Forum	Women's Forum and Caucus	Number of GBV related cases dealt	Continuously	From the overall budget.
	Conduct a gender safety audit and convene an annual Women's Safety Assessment Focus	Office of Speaker's, Women's Caucus,	Safety audit has not been done	Make sure that the gender audit is done	2012	N/A

STRATEGIC OBJECTIVE	ACTION	WHO	BASELINE	TARGETS/ INDICATORS	WHEN	BUDGET
	Group.	Women's Forum				
	Name all streets clearly so that police and other emergency services can reach residents with ease in the event of emergencies. In informal settlements each municipality to develop land marks	MM Strategic planning Housing	The post office is currently doing the street naming	The process needs to be maintained	2012	R 20 000
	Conduct safety awareness programmes and establish a watch-dog community including all community based structures e.g. community policing forums, etc.	Community Services Office of the speaker	Safety awareness programmes have not been done before	Make sure that this safety awareness programmes are done	2012	R 70 000
Public awareness campaigns						
To educate communities to challenge and eradicate gender based violence.	In partnership with NGOs and CBOs stretch Sixteen Days of Activism campaign to a year-long campaign	Women's Caucus Office of the Speaker	The council has done work with NGO's but nothing specific around 16 Days	The council needs to make sure that 16 days activities are done with other NGO's	2011/2012	R 50 000
	Conduct awareness campaigns; take a high level political stance against GBV. Plan for and participate in the Sixteen Day Campaign and plan for 365 days	Women's Caucus Office of the Speaker	Awareness programmes are in place especially around 16 Days Activities and 16 Days Campaigns	Implement awareness programmes to be 365 days and to also make sure that 16days Activities are taken and given the right platform	2011/2012	R 60 000

STRATEGIC OBJECTIVE	ACTION	WHO	BASELINE	TARGETS/INDICATORS	WHEN	BUDGET
	Mount high profile campaigns to reclaim areas that have become unsafe for e.g. Take Back the Night campaign to sustain the momentum.	Women's Caucus Office of the Speaker MM	No such profiles on campaigns have been done before	Council must make sure that these campaigns are given a high profile	2011/2012	R 70 000
	Promote involvement of men and boys in ending gender violence.	Women's Caucus Office of the Speaker MM Community Services	Men and boys are not currently involved with efforts to end GBV	We need to make sure that we promote men and boys being part of ending GBV	2011/2012	R 40 000
	Monitor and evaluate impact of all public awareness campaigns	Women's Caucus Office of the Speaker MM Community Services Public participation	There is no monitoring and evaluation of public campaigns	Need to make sure that we monitor and evaluate all awareness campaigns	2011/2013	R100 000
Best practices						
To showcase best practices to end GBV	Collect and present best practices being done by councils to end GBV	Women's Caucus Office of the Speaker MM Community Services	The council has not collected best practices to show case issues of GBV	Need to begin to collate and show case best practices to end GBV	2011/2012	R60 000

STRATEGIC OBJECTIVE	ACTION	WHO	BASELINE	TARGETS/ INDICATORS	WHEN	BUDGET
		Public participation				
Response						
To implement actions that are effective in responding to GBV in your council	Ensure effective and efficient police posts.	SAPS Community Services	Policing is effective but not really gender sensitive	Need to make sure that we have effective policing in place and make sure that police are capacitated	2011/2013	R 100 000
	Work with the police and communities in ensuring that cases of gender violence are reported and addressed.	SAPS Community Services Women's Caucus	Work is being done with police with regard to ensuring that women and cases of GBV are reported	Council needs to make sure that this relationship is further strengthened and that women report cases of GBV	2011/2013	R 50 000
	Develop and maintain an updated database of services and facilities available to survivors and victims of gender based violence. Capacitate survivors of gender violence with life skills and provide ongoing support in collaboration with various community structures.	SAPS Community Services Women's Caucus Strategic planning MM Speakers Office	There is a database available however it is not sufficiently utilised, currently victims of GBV do not have ongoing support with various community structures	Ensure that women have access to services and as victims of GBV be able to have support services	2011/2012	R100 000



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STRATEGIC OBJECTIVE	ACTION	WHO	BASELINE	TARGETS/ INDICATORS	WHEN	BUDGET
	Strengthen family counselling services provided at victim support units and train ward committee members to provide support	SAPS Community Services Women's Caucus Strategic planning MM Speakers Office	Currently not in place	Need to make sure that this is in place	2011/2012	R100 000

Annex E: Messaging/ slogans/ calendar Messages on GBV Slogans

Arena for action	What need to be communicated	Slogan	What communication tool should be used
Individual Abuse woman or man	<ul style="list-style-type: none"> - Protect women and children against GBV - Stop Rape 	<ul style="list-style-type: none"> - Phantsi ngo dlame- kwabantu base tyini kunye nabantwana- End GBV against women and children - End to Rape 	Radio stations, community newspapers, pamphlets, government departments, public spaces, taxi ranks, awareness campaigns, posters, rallies, t-shirts
family /household Mother, father, guardian Parenting	<ul style="list-style-type: none"> - Support of the Family - Children should be guided - Building our families 	<ul style="list-style-type: none"> - Strengthen our families - Children are our future - Together we can 	Awareness campaigns, FAMSA, Child Line, pamphlets, posters, rallies, radio talk shows, newspapers
Community Community Schools Religion sports	<ul style="list-style-type: none"> -Build safer communities -Educate our children -Church leaders to help us restore the peace 	<ul style="list-style-type: none"> - Claiming back out streets - Knowledge is the key - Through Christ we can 	Radio slots, advertisements, awareness campaigns, leghothla/ imbizo, newspapers, community newspapers, government departments, posters, pamphlets
Society Political leadership Criminal justice system Media culture	<ul style="list-style-type: none"> - Government to have laws to end violence - Ensure the justice system is strengthened - Government to assist with eradicating GBV 	<ul style="list-style-type: none"> - Life should be better - Justice in our lifetime - Government to help us build a future 	Awareness campaigns, parliament sessions, government imbizos, newspapers, pamphlets. Government policies and legislative laws

EVALUATION FORM

Date: 8-10 November 2010

Venue: TRC Hall –Alice

18 Evaluations received

	<u>EXCELLENT</u>	<u>GOOD</u>	<u>FAIR</u>	<u>POOR</u>	<u>VERY POOR</u>
1. PROGRAMME DESIGN	12	4	2		
2. PROGRAMME CONTENT	10	6	2		
3. DOCUMENTATION	11	4	3		
4. FACILITATION	14	4			
5. GROUP WORK	10	6	1	1	
6. OUTPUTS	13	2	1	2	
7. OUTCOMES AND FOLLOW UP PLANS	9	5	4		
8. LEARNING OPPORTUNITY	12	5	1		
9. NETWORKING OPPORTUNITY	9	6	3		
10. ADMINISTRATIVE ARRANGEMENTS	8	4	3	3	

COMMENTS

1. Which session did you find most useful? Why?

- SADC Protocol now I know what it is all about
- To know what is gender mainstreaming
- All the sections were very good
- Need to know how to empower women economically
- Gender disaggregated data and how important it is to keep data this way
- All this information will empower me
- Leadership that made me see why it is important to have the right leaders in place
- To know
- Gender stereotyping that was very good indeed
- Gender blind and gender aware policies

2. Which session did you find least useful? Why?

- None (12)
- Doing the gender action plan that took a long time
- Transformative Leadership

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

- Will share this with the rest of my colleagues
- Making sure that gender mainstreaming is done

meeting
think about gender and women

- See things from a new way
- The workplace must be gender sensitive
- Programmes and projects must empower women
- Informing women about their rights
- Have the GBV plans adopted by council
- I feel very empowered

4. **Any other comments?**

- Very good workshop
- Good facilitator
- Well planned workshop indeed
- Today I have learned alot and I know alot
- I will think very differently
- Make sure that stereotypes are challenged and not supported
- Thank you Gender Links
- Workshop must be a week long
- This needs to happen more often and educate people



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