

GENDER SCORECARD FOR LOCAL GOVERNMENT
NAME OF COUNTRY: ZAMBIA. NAME OF COUNCIL = LUANSHYA
SCORE OUT OF FOUR WHERE 0=none; 1=POOR; 2=SATISFACTORY; 3=GOOD; 4=VERY GOOD

	INDICATORS	MEANS OF VERIFICATION	PROGRESS DURING VERIFICATION	OWN SCORE	GL SCORE	AGREED BASELINE SCORE
POLICY FRAMEWORK						
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"> • Existence of plan • Plan signed and adopted • Plan shared with Council and Community • Plan integrated • Public events on gender eg International Women's Day 	<ul style="list-style-type: none"> • Copy of the gender policy/action plan • Copy of the Council strategy/work plan • Minutes and records of meetings • Photos • Media coverage 	Copy of the gender policy/action plan Copy is available with Gender links Office	4	4	4
GOVERNANCE						
Representation						
2. There are equal numbers of women and men councillors in the Council.	<ul style="list-style-type: none"> • No of men councillors = • No of women councillors = 	Official records	No of men councillors = 12 No of women councillors =4	1	0.5	0.5
3. There are equal numbers of women	<ul style="list-style-type: none"> • Mayor/Chair of Committee = M/F 	Official records	Council Chairman is male Deputy Council Chairman of the	2	0	0

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and men in decision-making positions in Council, Mayoral committee, chairs of committees etc.	<ul style="list-style-type: none"> Deputy mayor/deputy chair of committee = M/F No of committees chaired by women = No of committees chaired by men = 		<p>Council is male</p> <p>No of committees chaired by women =1</p> <p>No of committees chaired by men =3*</p> <p><i>*The total number of committees is five, one committee is yet to elect its chairperson.</i></p>			
Participation						
4. Women and men participate equally in Council meetings and influence decisions taken by the Council.	<ul style="list-style-type: none"> Examples of issues raised by women in Council and what difference these have made. 	Council minutes	<p>Examples of issues raised by women and what difference these have made.</p> <p><i>A good example is equality in terms of training sponsorship between men and women. During a meeting for Finance and Human Resource Committee, a female Councillor who is also chairperson for the committee questioned the imbalance in the terms of males and females who were being recommended for training. It was therefore resolved that sponsorship for training should always be done on a 50% basis.</i></p>	2	2	2
Public participation						
5. There is equal	<ul style="list-style-type: none"> Examples of types 	Photos Media coverage	Examples of types of meetings held, representation/participation by women	1	2	2

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participation of women and men at public meetings and events.	of meetings held, representation/participation by women and men	Minutes	and men During all public meetings, participation is open to both men and women. At no instance has any sex group been denied chance to participate either by way of making contributions or facilitating the meeting itself. Examples of such meetings include stakeholder meetings, sensitizations and commemoration of national days and events.			
MAINSTREAMING GENDER INTO EXISTING PROGRAMMES						
6. The Council has a local economic development plan that targets women entrepreneurs as key beneficiaries	<ul style="list-style-type: none"> Market places designed and no of stands allocated to women. Local finance schemes of council, no of women and men who have benefited. Local finance schemes linked to Council, no of women and men who have benefited. 	LED plans, how gender reflected Statistics on finance schemes.	<ul style="list-style-type: none"> -To ensure that women benefit equally from the procurement process which they have been historically excluded from -facilitate increased involvement of women contractors by raising awareness and support and training. -Implement and quarters for women for the awarding of council contracts. <p>Procurement regulations should be changed to ensure that 50% that sit on tender that award contracts are woment.</p> <p>Encourage and affirm larger businessess that sub contract women</p>	0	2	2

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			owned enterprises. -link women small business with opportunities in the value chain of growth sectors.			
7. Women and men benefit equally from jobs created by the council.	<ul style="list-style-type: none"> No of women in jobs created by Councils No of men in jobs created by councils Evidence of women and men being employed in non-traditional areas 	Council employment statistics by sector and area of work	<p>No of women in jobs created by Councils =</p> <p>No of men in jobs created by councils=</p> <p>-the commission is now responsible for employment.</p> <p>However under the planning Department, there are 25 men and 16 women.(Data for the entire institution could not be collected as it is a holiday).</p>	1	3	3
Procurement						
8. The Council keeps gender disaggregated data on procurement and has set a target for increasing the number and value of contracts received by women.	<ul style="list-style-type: none"> No of owned companies that have received contracts in the last year. No of men owned companies that have rcvd contracts in the last year. 	Procurement policy – how gender is integrated into this.	<p>Proportion of women who have received contracts in the last year.</p> <p>-Only one contract has been given out in the past one year. However several female owned businesses are used on a regular basis. These are mainly in the area of stationery and catering services.</p> <p>It must be mentioned that currently there is no law that supports the selection of suppliers of goods and services on the basis of their sex.</p>	0	1.5	1.5

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			Therefore, the selection of a supplier based on their sex even when there are other bidders with better qualifications might lead to the prosecution of management. Therefore, management only encourages the selection of suppliers of services based on their sex only when it is safe and legal to do so.			
Climate change and sustainable development						
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"> Existence of a policy on climate change how gender is integrated into this. Extent to which policy has been canvassed; involvement of women and men. 	Climate change policy Records of meetings Photos/video	Climate change policy; how women are consulted The Local Authority is aware of climate change and its deferential effects on women and men. For example, reduction in rainfall might mean women having to walk longer distances to fetch water while for the man, it might result in to him finding other sources of livelihood other than farming as crops are likely to fail. When consultations are held on measures to be taken are held, it is done through public meetings where everyone is free to participate. Therefore, the consultation is equally	0	1.5	1.5

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			done.			
10. Women are equally consulted and involved in waste management, and benefit from economic opportunities arising from this.	<ul style="list-style-type: none"> • How waste management is handled. • How women are involved. • Proportion of women in waste projects 	Waste management plans Gender statistics on waste management Photos; video	How waste management is handled. How women are involved Kapiri Council Holds Quarterly stakeholder meetings whose purpose is to explain Council programmes and get ideas and views from Kapiri residents on how best to improve on service delivery. Women are keen participants in such meetings are usually put forward their views. In addition, women are becoming the majority in terms of the workforce that is found in the cleaning section. That means they are actively involved in solid waste management especially in public places.	1	1.5	1.5
Land and housing						
11. The Council keeps sex disaggregated data on title deeds and housing, and is promoting women's equal access	<ul style="list-style-type: none"> • How gender is integrated into allocation of land and houses • No of women allocated land and housing by council • No of men allocated land and housing by Council. 	Policy on land and housing	Gender disaggregated data on land Proportion of land owned by women The Local Authority just completed data collection from the land Audit exercise. Disaggregated data is not yet available	0	0	0

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Water and sanitation						
12. Women are involved in the planning, management and maintenance of water and sanitation.	<ul style="list-style-type: none"> No of women on water/sanitation committees No of men on water/sanitation committees No of women chairing these committees/total no of committees Examples of the difference women have made 	Policy on water and sanitation – how gender is integrated into this Gender disaggregated statistics Record of meetings Photos/video	Examples of women’s involvement Percentage of women on water committees -Women have been involved and have on several occasions influenced the location of water points. This is because the Local Authority holds meetings with beneficiary communities before embarking on the drilling of boreholes. - As a strategy to sustain the maintenance and operation of these facilities, committees called “V-WASHes” are put in place and their roles is to specifically ensure that the water point is maintained both mechanically and hygienically. Council has a policy of a minimum 50% female representation on these committees.	0	1	1
Environmental health						
13. Women are equally involved in preventive health campaigns	<ul style="list-style-type: none"> Types of campaigns Involvement by women 	Records of campaigns Photos/video	Types of campaigns -Village Juries -Sensitisations -Participation in District AIDS Task Force (DATF) activities.	0	2	2

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			-During formation of Community AIDS Task Forces -Involvement by women -Female officers especially under the Planning Department are usually involved in campaigns as other organisations seek to tap on their facilitation skills.			
HIV/AIDS and care work						
14. The Council has a gender aware HIV and AIDS policy that is implemented and monitored.	<ul style="list-style-type: none"> • Existence of policy • Messages underscore unequal power relations between women and men; • Prevention of parent to child transmission • Men are encouraged to go for VCT • Women and men have equal access to treatment 	HIV and AIDS policy – gender dimensions	<p>Policy</p> <p>Examples of gender awareness</p> <p>Council almost embarked on the development of an HIV AIDS workplace policy but the Ministry of Local Government and Housing informed us that they would be developing a uniform Policy for all Local Authorities through AMICALL. However, the Local Authority has a number of Counsellors that carry provide talks and counselling at selected public events.</p> <p>Examples of gender awareness include incidences where female workers have reported incidences of inappropriate behaviour and language towards female workers.</p>	3	1.5	2.5

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			Other examples include supervisors advocating for the employment of female workers especially at the cleaning section as a way of empowering households.			
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"> Existence of care work projects supported by Council or in which Council is a partner. Remuneration/training/support for care givers in these projects No of women, no of men involved in care work 	Records of projects Examples of what these have achieved Photos, videos	Council has a deliberate policy to support staff living with HIV making all that is due to them available. They are also given flexible working hours until they regain control of their health. Men are encouraged to be involved in care work through the use of IEC materials from the District AIDS Task Force.	0	0	0
Social development						
16. Social and recreational facilities are gender aware and responsive	<ul style="list-style-type: none"> Types of facilities for sports and recreation, extent to which these cater to the needs of women and men. No of women, no of men who make use of facilities 	Records of facilities Gender disaggregated data	Gender disaggregated data on use of facilities Examples of facilities built with women and men in mind. Kapiri Council embarked on the construction of a play park which is now almost completed. This facility is expected to provide a safe place for young girls and boys. This will help keep them away from the risk of	0	1	1

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			abuse as well as engaging themselves in substance abuse and other risky behaviour. Disaggregated data is not available as the park is not yet open to the public.			
GENDER SPECIFIC PROGRAMMES						
Gender based violence (GBV) flagship plan						
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"> • Existence of street lights • No of streets named • No of streets named after women • No of streets named after men 		Due to insufficient resources, the Local Authority is unable to light all the streets in the district but the Local Authority has made sure that all public places are lit. in addition, the Local Authority has provided K180m for street lighting in this years' budget.	2	2.5	2.5
<i>Public awareness campaigns</i>						
18. The Council participates in campaigns to raise awareness on gender-based violence (GBV), such as the Sixteen days of activism.	<ul style="list-style-type: none"> • Campaigns launched during the Sixteen Days • Budget from Council for campaigns • Other resources mobilised • Follow up to 	Reports Photos Video Budget	The Local Authority has always participated actively to raise awareness on gender based Violence. This can be manifested by the involvement of members of staff in organising committees and participation during the actual period. Furthermore, Council has always made financial contributions towards these	3	2.5	2.5

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	<ul style="list-style-type: none"> campaigns Results achieved 		same activities.			
<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"> How the Council works with the police on GBV Existence of committees on GBV No of women and no of men on these committees 	Records Photos Video	The relationship between the police and the community is quite good. This can be evidenced by the existence of Neighbourhood watch groups which help in policing activities. Women are also allowed to participate and be members of such groups.	3	3	3
EMPLOYMENT PRACTICES AND ENVIRONMENT						
Selection and recruitment						
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 policy for ensuring 50% by 2015.	<ul style="list-style-type: none"> No of women in management No of men in management CEO/head of administration =M/F Examples of women in non traditional areas of decision-making eg finance 	Council employment statistics	Efforts to effect the affirmative policy for ensuring 50% by 2015 have been negatively affected by the creation of the Local Government Service Commission. The commission is now responsible for the employment of most positions including all decision making positions in Local Authorities. At the time the Local Authority had Authority to employ, the percentage of women in decision making positions rose from 10% to 30%.	2	3	3

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Capacity building						
21. Gender training is provided for both women and men in the council, at all levels and is done in a systematic way.	Gender training conducted as part of COE's Changing lives as a result of gender training	COE reports Changing lives profiles	The Local Authority has a number of Officers that have been trained in Gender, and Gender mainstreaming. The requirement is that whenever the officer receives such training, they are supposed to pass it on to other workers. Since Gender is an attitude issue, Heads of Departments are always reminded to emphasise the topic as they interact with workers under their department.	1	2	2
Working conditions and environment						
22. The work place is family friendly; there is a sexual harassment policy that is enforced.	<ul style="list-style-type: none"> • Maternity and paternity leave • Flexi time • Family days • Sexual harassment policy • How sexual harassment cases are dealt with 	Work place policies	<p>Policy</p> <p>In instances where evidence is available, management has taken a zero tolerance to sexual harassment. One worker had his contract terminated last year for repeatedly passing inappropriate comments to his supervisor who was female. No reports on sexual harassment have been recorded this year.</p>	0	0	0
GENDER MANAGEMENT SYSTEM						
Gender structures						
23. The Council has set up a gender structure,	<ul style="list-style-type: none"> • Gender focal point – who and what 	COE and council records	Kapiri Council has set up a Gender committee whose mandate is to	2	3	3

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	<p>including a gender focal person that is empowered to do its work. Gender is written into the job descriptions of key functionaries.</p> <ul style="list-style-type: none"> level Gender committee- who and how often does it meet 		<p>spearhead gender matters as well as ensure that the Action plan that has been developed is implemented in their department. Composition of the committee is drawn from the all the four departments in the Local Authority. The Gender Focal Point person is the District Planning Officer. In effort to improve on the staff assessment process, Job descriptions were recently amended and Gender has been included in the functions of particular officers.</p>			
Budgets						
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"> Specific budget line for gender – what proportion of budget Gender reflected in mainstream budget 	Budget	<p>A number of items that promote gender equality have been included in the 2012 budget. Refer to 2012 Kapiri Council Budget.</p>	2	3.5	3.5
Monitoring and evaluation						
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"> Regular reports to management on gender action plan. Corrective action taken. Score card used for 		<p>Description/ evidence of tracking/ reporting system At departmental level, action plans are tracked through discussing Monitoring reports and reviewing progress made on planned activities from supervisors</p>	0	1.5	1.5

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	benchmarking.		<p>against the M&E plan. Issues discussed in departmental meetings are then taken to management briefings either for consideration or just information.</p> <p>Consolidated reports are presented to Management on a quarterly basis. Each Head of department is expected to present planned activities and show progress made towards the attainment of these activities. Where there is need to action, management resolves on the next course of action.</p>			
TOTAL				29	44.5	45.5

ADDITIONAL COMMENTS

STRENGTHS

CHALLENGES

LESSONS LEARNED

NEXT STEPS