

## **SITUATION ANALYSIS**

The Usakos Council has several policies, by-laws and regulations in place, for its employees as well as for residents. These are for recruitment, grading and job evaluation, finance, development projects, hawkers and pedlars, general hygiene for food premises, health and safety, transport fleet, employment practice, and credit control. However all these policies deal with residents and employees on a broad-based basis. There is no specific reference to men or woman, nor is data disaggregated to provide an indication of their treatment or cooperation with special groups, such as the elderly, pregnant women, children and the disabled.

The analysis reveals that most policies are not engendered, while some such the environmental health and recruitment policies are aligned to the country's laws. In these cases, whatever gender requirements are stipulated are thus met and adhered to by the council.

However there is a great need for Council to review all its policies for inclusivity. There is perhaps also a need for training of all council members and employees across the board to understand the national gender policy and action plan and what is expected from local government.

Although some projects such as those on roads and housing specify community consultation, it provides no attendance list and thus it becomes difficult to measure who was consulted, when and if the turn up was sufficient to give the council a go ahead on these projects.

### **Policy framework**

## **GOVERNANCE**

### **Representation**

<b>REPRESENTATION OF WOMEN IN COUNCIL</b>		
<b>MEN</b>	<b>WOMEN</b>	<b>TOTAL</b>

## Public Participation

Although there is indication that residents and employees are consulted on a regular basis, there is no data to substantiate their involvement. Furthermore there is no indication how many men or women participated in these consultations. An attendance list could have assisted in this regard. The Council also does not mention anywhere how many residents live in Usakos and there is no demographic data available on their staff and residents.

**PLANNING** – The council has a project proposal ready for improved housing, job creation and income generation. It states that residents will be fully consulted on this and a feasibility study carried out. However if women and men will be equally consulted is not clear, unless if records of an attendance list is kept at all community meetings. It also does not state how many men and woman will get permanent or temporary jobs or other benefits through this exercise. The same goes for its Draft on the provision of service infrastructure. The Usakos financial policy only looks at aspects of finance and fiscal control for its employees and the Council. There is no indication of a budget or strategic plan, thus it is difficult to determine what the vision of the Council is and how is being spent on what.

## MAINSTREAMING GENDER INTO EXISTING PROGRAMMES

### The economy and job creation

There is a project proposal by the Council, focussing on informal settlement upgrading, servicing of land, small holding development and formulation of urban development guidelines. However these are in the planning phases. It is expected that the could create jobs for residents but it is not spelled out how many jobs would benefit men and women in Usakos. In its plan for the provision of service infrastructure, there are plans to set up income generating facilities for residents with a view to create jobs and build the tourism sector.

The council thus proposed the development of an SME center with the tourist trade as target group. On a positive note, the Council intends to investigate and define the needs of SME's in Usakos. The Council went a step further stating it would ask residents on the type and size of such an establishment.

## Procurement

**The Council has no Procurement Policy in place. There is little information on who does work for the council and if there is a data base of companies, SME's or individuals what do projects for the council. There is thus no way it can be determined if women and men benefit equally when tenders are awarded by the council. However in its Project Proposal for the town it states that**

**preference will be given to local contractors and suppliers to participate in the construction of an SME Center and that services such as décor, site development etc will entirely be reserved for Usakos residents.**

### **Housing**

**The Council has a policy on credit control with specific reference to Housing loans. However only an index was available making it difficult to find data on title deeds, as well as the number of women and men who owned property in Usakos. It does indicate in its project proposal the number of erven that needs to be serviced and it totals 488.**

### **Utilities**

In terms of the facilities provided by the Usakos Town Council, there is no indication or clear data to determine who uses which facilities most, why and when and if they are to the satisfaction of the residents. However the council has a credit control policy which looks into compliance of electricity and water bills, refuse removal, sewerage removal, sewerage and rates, land sales, housing loans as well as letting and leasing of property and debt management. It also has hawkers and pedlar regulations, which largely looks at compliance of these regulations.

### **Transport**

**There is a draft fleet management policy and procedures inclusive of code of practice for all users, drivers and operators of the councils's transport fleet. However all provisions apply to all persons. There is no mention of women as a priority group in any way.**

### **Health**

**The Council has an occupational health and safety policy which applies to all staff members of the Council. However there is no specific program that targets Wellness or HIV-Aids at the workplace. There is no indication also that the Council conducts awareness campaigns around health issues with their community.**

### **Environmental health**

**The Council has public health by-laws in place but is not specific to any gender. All laws apply to all persons. However the policy states that it must be understood also in the context of existing country laws such as the Labour Act, Local Authorities Act, Employee Compensation Act, Social Security Act,**

**Medical and Dental Act and Medical Aid Funds Act. Within these, special provisions are made for women and disabled persons.**

### **Social development**

The results point out that the Council does not keep sex and age disaggregated data on the usage of existing facilities. The lack of keeping this data could be a minus point as the council is unable to keep record of those who utilize these facilities and if they are to their satisfaction with a view to bring about improvements.

### **GENDER SPECIFIC PROGRAMMES**

**The Council has no gender specific programs at all. There is need to train and help this council develop a gender policy or to engender its existing programs.**

### **Educare**

**The research found no training programs or community outreach programs run by the Council. It also saw no training policy or Organisational development or Talent Management guideline by the Council. It fears that institutional memory could be lost when staff resign or retire.**

### **Gender based violence (GBV) flagship**

**According to the findings, no relationship could be established between the Council, Police and community on crime or anti GBV programs. There is also no mention of any existing policy in place that directly addresses the issues of GVB in Usakos.**

### **Sexual Harassment Policy**

There is no stand alone policy or regulation on sexual harassment at the Council. There is thus no specific protection for women in the workplace. However, there are policies on recruitment and occupational health and safety as well as on employment practice, although it applies to both men and women. However the Council states these should be understood also in the context of existing country laws such as the Labour Act, Local Authorities Act, Employee Compensation Act etc.

### **EMPLOYMENT PRACTICES AND ENVIRONMENT**

## Selection and recruitment

The Council has a policy for recruitment. It also adheres to provisions in the Labour Act with their own affirmative action policy. However candidates are subjected to a medical examination to determine suitability to perform the job which could be viewed discriminatory or unfair. No mention of disabled persons or women is made as a way to encourage these groups to apply especially in male dominated areas. However in the draft employment and practice policy it mentions that it would ensure the council's administration is broadly representative of the Namibian people, with human resources management practices based on ability, objectivity, fairness and the need to redress the imbalances of the past to achieve broad representation. I believe this would include the disabled and women etc. Head hunting is also allowed but does not clearly state that women or vulnerable groups would be preferred if a suitable candidate is not found. The research could also not find any data banks of possible women applications.

<b>Council representation</b>	<b>Women</b>		<b>Men</b>	<b>TOTAL</b>
Female				
Male				

## Composition of Staff

<b>CATEGORY</b>	<b>No of women</b>	<b>%</b>	<b>No of men</b>	<b>%</b>
Top management				
Senior Management				
Professional				
Secretarial/ clerical				

## Capacity building- training

The council has no training or capacity building initiatives in place. Also no skills exchange with other councils are in place.

## Career pathing –

**There is a policy on job evaluation and grading which also looks at remuneration and movement within pay scales. This show that one can progress within a grade from a minimum level to an upper guide which is the**

**highest. There is also provision of promotion for all. The policy has no specific mention of women or men, and thus applies to all.**

### **Working conditions and environment**

The Council has an occupational health and safety policy in place which applies to all staff members of the Council. These must be understood also in the context of existing country laws such as the Labour Act, Local Authorities Act, Employee Compensation Act, Social Security Act, Medical and Dental Act and Medical Aid Funds Act.

## **GENDER MANAGEMENT SYSTEM**

### **Gender structures**

The Council has no gender structures in place for gender programme implementation and there is no appointed gender focal person within the Council.

### **Budgets**

Usakos does not have a budget, let alone a specific one to address issues of men and women based on their daily needs.

### **Monitoring and evaluation**

**Since there is no gender program, there are no mechanisms in place whatsoever.**

### **Political profile and champion**

There is no gender champion and there is no one dealing with this matter.