

Staff Report August 2015

This report covers the period from June 15th to August 16th.

1. COLLABORATION AND STAKEHOLDER ENGAGEMENT

1.1 To build and maintain strategic relationships with politicians, bureaucrats, unions and the community to help us achieve our vision

- The NTWWC and the NTADC organised a farewell event for Federal Sex Discrimination Commissioner Elizabeth Broderick (on her request) on August 14th. Over 40 people RSVPd for this event including the Minister for Women NT. Further updates will be provided at the COM meeting.

1.2 To build and maintain our reputation as industry leaders advocating for the rights of women at work and for workplace cultural change

- The WWCs are working on a joint submission to the Productivity Commission enquiry into IR.

2. COMMUNITY EDUCATION

2.1 To establish and implement a clear community education framework

- Claire and Amy will present a session to NT Legal Aid with video links to Tennant Creek.

3. FUNDING

3.1 To ensure ongoing financial sustainability and viability of the NTWWC

- Federal funding: Federal funding expires in June 2016. We have been informed that the FWO is doing an internal review of our services in order to prepare for this. We have also been informed that the decision on funding continuation is a Ministerial rather than Departmental decision. We are trying to secure a meeting with Natalie James the Fair Work Ombudsman.
- Server: The NTWWC continues to explore options for replacing our server this year.
- NT Funding: NT funding expires in June 2016. The Coordinators have arranged a meeting with our NT Contract Manager to commence discussions on this topic.

4. CULTURAL ACCESSIBILITY

4.1 To ensure the NTWWC is accessible and culturally appropriate for Aboriginal and Torres Strait Islander women and caters for Aboriginal and Torres Strait Islander women's needs

- Stats for Jan-June 2015 show that the proportion of contacts and casework with ATSI women has increased in this period.

4.2 To ensure the NTWWC is accessible and culturally appropriate for Culturally and Linguistically Diverse women and caters for Culturally and Linguistically Diverse women's needs

5. REGIONAL AND REMOTE WORK

5.1 To explore opportunities for increasing awareness of and accessibility to the NTWWC in remote communities

6. STAFF

6.1 To maintain the status of the NTWWC as a model employer and workplace

- The recruitment process for a Trainee Admin Officer is underway. We had over 100 enquiries and 18 applications. Interviews are taking place this week and the selection is aimed to be completed by the end of the week.
- Amy's contract finishes on 28th August. We will all miss Amy and really value the work she has done for us and the lovely team member she has been. Anne will return from mat leave on 31st August.

6.2 To maximise and maintain our capacity and competency

- The four WWCs (SA, Qld, NT and Timor Leste) gathered on July 22-23 for a 2 day Professional Development and Networking Workshop in Darwin. There were over 20 participants and we heard from guest speakers from FWC, Unions, FWO as well as presentations from each Centre. The Workshop succeeded in its aim to foster connections between our services and develop skills.
- Rachael attended First Aid training.
- Anna and Amy attended training on High Conflict Personalities in Legal Practice.
- Anna presented an internal inservice on Natural Justice.
- Anna completed her Grad Dip in Legal Practice and was admitted to the NT Supreme Court on July 28.
- Claire attended a forum on Gender. Sexuality and Diversity.

7. GOVERNANCE

7.1 A well-functioning, enthusiastic and supported COM.

7.2 Effective compliant and transparent risk management.

- Reports to DOB and FWO were submitted on time.
- Sue Lee Auditor completed our audit. All went smoothly and the audit will be presented to the COM tonight. **The audit needs to be signed by the Chair and Treasurer.**
- **A date needs to be set for the AGM. We propose the Oct COM meeting date of 19th October.**
- We have been informed by our landlords that the rent on our premises will increase the rent to \$1600 (excluding GST) per month as of 1 September 2015 and then, as of 1 January 2016 , to increase the rent to \$1800 (excluding GST) per month. This is an additional \$3570 this year, and an additional \$5244 next year and subsequent years. This will eat into our budget surplus but we still have a comfortable margin. The good news is that we have also been informed that the landlords "have no plans to sell or develop the building at this stage so I think you are secure into the foreseeable future."

7.3 Up to date policies and procedures are in place and adhered to.

- The draft policies that were circulated at the last meeting (History of the NTWWC and Returning to Work after parental leave) have not yet been circulated for e-decision, as far as we know. **We request an update on where these are at.**
- **We have a new draft policy for discussion and approval: GENDER, INTERSEX and SEXUALITY DIVERSITY. The policy has been circulated with the papers prior to the meeting.**

8. SERVICE PROVISION

- 8.1 Maintain the provision of an accessible, ethical and effective service to empower, support and advocate for Northern Territory working women, both individually and at the structural level, within a feminist framework.**