

## Staff Report February 2018

### 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

- Rachael met with Brendan O'Connor (Shadow Federal Minister for Employment) and Luke Gosling on Brendan O'Connor's request, to provide an update on the NTWWC funding issues last year.

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

- We are so grateful that Anna Goat has offered us her professional expertise pro bono to support us in the marketing for the DFV Work Aware project. We are every excited to learn from Anna in this area.
- Michelle Hanton from Dragon Sisters has offered to manage our facebook page for us for free for 3 months. This is an amazing offer and we are so grateful for her support.
- A submission was made on the proposed reforms to the NT Anti Discrimination Act.
- We delivered our first DFV Work Aware training session for the year to 16 participants. More workshops are planned for Alice in March, and Darwin in April and June.

### 3. COMMUNITY EDUCATION

#### 2.1 To establish and implement a clear community education framework

- Over September and November Rachael and Anna spent 12 days training Congress staff in appropriate workplace behaviour (focussing on anti-bullying). Over this time we ran 15 sessions. Feedback has been very positive. This is a fee-for-service project. Congress has requested we return in 2018 to do training for staff in remote clinics and for new staff. This will be a separate project.
- We held 3 events planned for October Business Month – two DFVWA training workshops and a forum on 13<sup>th</sup>. There was very good attendance and feedback.
- Lenore presented with Sandra Dann from SA WWC at the Overcoming Indigenous Family Violence conference in Melbourne, and at the FECCA conference in Darwin.
- We held an event in Alice on DV with Alice Women's Shelter, SARC, the Chamber of Commerce and Congress.
- Anna presented at the YWCA Tina Talks event on the gender pay gap.
- The IWD film fundraiser will be held on March 7<sup>th</sup> at Darwin cinema. The event planned for Alice has been postponed due to a clash with another organisation's event.

### 3. FUNDING

#### 3.1 To ensure ongoing financial sustainability and viability of the NTWWC

- After much negotiation, the NTG DTBI contract has been completed and signed by all parties.

- The NT Department of Families have offered us a \$100,000 contract to fund DFV Work Aware activities within the NTG. We have accepted and are now awaiting the fine tuning of the contract requirements.

#### **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**

**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 renos are complete. It was not easy and all staff have really pulled together to try to ensure seamless service provision over the last 3 weeks. We want to thank Maurice Blackburn for their incredible hospitality. Instead of ceasing service for this time, we had Alice staff managing the bulk of phones and intakes, and additional client work done by Directors.
- Lianne's annual leave of 14 hours was paid out in accordance with the EA. This leaves the required balance of 5 weeks.
- 2 staff have resigned following performance management processes. Policy was followed correctly. The COM office-bearers were fully informed and endorsed the actions taken by the Directors.
- Claire has returned to work 3 days per week after parental leave.
- Rhiannon spent a week working out of the Darwin office in February.
- Rhiannon's contract has been extended for 12 months to ensure that we have a fully functional and stable ILO team in the near future. Her fixed term contract now ends in March 2019.
- Rachael requests to have her annual leave cashed out. Current accrual is 8.1 weeks leave, please cash out 3 weeks which will leave a balance of 5.1 (balance of 5 weeks is required by EA, clause 19.1)

**6.2 To maximise and maintain our capacity and competency**

- The server has been replaced and despite the usual frustrations and hiccups is now functional in the Darwin office.
- Phone diversions between Darwin and Alice are now functional again.
- Alice remains disconnected from the NBN (since Oct 2017) and is operating off pocket wifi. We have lodged a complaint.

- We have renegotiated our service package with Area9 and will have a better deal going forward.
- Staff have attended training in: people management training, ASIST , policy and advocacy., IR laws, Domestic and Family Violence,

## **7. GOVERNANCE**

### **7.1 A well-functioning, enthusiastic and supported COM.**

### **7.2 Effective compliant and transparent risk management.**

- The AGM has been held – thanks so much to Lauren and Emma for their additional help with this.
- The annual report has been produced and is on our website
- The annual return as required under the associations act has been submitted
- Bi-annual reports for FWO and NTG have been submitted as per contract requirements.
- Budget: There is an error in the budgeted income for 17-18 - overestimated FWO income by \$7400 because included CPI when we will not get CPI this year.

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

- The performance management currently being undertaken has highlighted issues with our performance management policy. We are seeking external advice from Jobs Australia to review this policy.

## **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.**

- Client work over Dec and Jan was extremely busy. We had to reduce casework as we were on skeleton staff in January.
- The Alice office has had new flooring installed – this was covered by the real estate’s insurance and resulted from damage caused in the flooding in 2017.