

Club Gender Audit and Action Plan Guide

Fair Access



Yarra City Council acknowledges the Wurundjeri Woi Wurrung people as the Traditional Owners and true sovereigns of the land now known as Yarra. We also acknowledge the significant contributions made by other Aboriginal and Torres Strait Islander people to life in Yarra. We pay our respects to Elders from all nations and to their Elders past, present and future.

This publication is available in alternative accessible formats on request.

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Introduction

The **Club Gender Audit** and **Club Gender Equity Action Plan** have been designed to support Yarra Clubs to understand where to make impactful and actionable priorities that are aligned to Fair Access and our [Sportsground and Facilities Allocation Policy](#).

From 1st July 2025, all clubs are required to complete an audit and action plan to receive a facility allocation for the following season.

Yarra City Council's Recreation Team are responsible for providing tailored support to clubs, and guiding clubs to access grants and resources to activate their plans.

This guide has been designed to use alongside [these resources](#), as well as the 'Women and Girls Inclusion' and 'Inclusion in Sport' modules on the [Game Plan](#) platform – a tool to improve the capability of clubs and sporting organisations.

Fair Access – Where has it come from and why do we need it?

The Gender Equality Act 2020 states that all Victorian Councils need to ensure fair access to sport and recreation facilities for people of all genders to be considered eligible to receive state government infrastructure funding. The Fair Access Policy Roadmap (FAPR) seeks to address known barriers experienced by women and girls in accessing and using community sports infrastructure.

Women and girls make up just over 51% of people living in the City of Yarra. Women, girls and diverse genders are under-represented in sport and physical activity participation, and may face additional barriers to participating in activities they want.

- **1 in 5 females** do no physical activity in a week
- **1 in 3 women aged 25+** believe sporting clubs are not welcoming to people like them
- Participation in sport and active recreation by Victorian females declines as females get older (**15-17 years, 71% | > 65 years, 47%**)

A Victorian Government inquiry into Women and Girls in Sport and Recreation found that women and girls are under-represented in both participation in community sport and in leadership roles in the sport and active recreation sector. The Fair Access Policy implementation is being led by the Office for Women in Sport and Recreation (OWSR), in partnership with VicHealth and Sport and Recreation Victoria (SRV) and LGA's. The OWSR was established in

2017 following the 2015 Inquiry into Women and Girls in Sport and Active Recreation. Their purpose is to increase participation, leadership and visibility of women and girls in sport and active recreation.

Through Yarra City Council's Sportsgrounds and Allocation Policy, we demonstrate our commitment to diversity and inclusivity so everyone in our community feels safe, supported and welcomed to take part in community sport. Council is making an amendment to the essential criteria within existing Sportsgrounds and Facilities Allocation Policy (2022) to reflect Council's commitment to the FAPR and Action Plan and to continue our goal of providing fair and equitable access and to advance opportunities for women, girls and underrepresented groups to participate in community sport and recreation.

Other demographics, such as those who are culturally and linguistically diverse, disabled, queer or from a lower socioeconomic group, for example, also face barriers to participation. Women and girls may also belong to one of more of these groups, so can be exposed to overlapping forms of discrimination or marginalisation. This is called

[intersectionality](#). We encourage you to consider an intersectional approach when engaging with Fair Access.

What does this mean for Clubs using Council facilities:

From 1st July 2025, all Associations, Leagues and Clubs applying to use a Council managed sportsground or facility will be asked to demonstrate commitment to the Fair Access Principles by implementing a Fair Access Action Plan.

Seasonal clubs – this affects your application for the following season

Annual hire agreement clubs – this affects your hire agreement renewal

Yarra City Council will support you to develop your action plan, to ensure the actions and timelines outlined in your plan are achievable, meaningful and meet these new requirements. Council Officers will provide direction and feedback prior to the Action Plan being submitted to Yarra's Recreation team.

If you need more information on how the Fair Access Action Plan will benefit your club moving forward, please contact the Recreation Team to arrange a time to discuss (recreation@yarracity.vic.go.au).

For Clubs not using Council facilities:

Clubs, associations, and sporting organisations not using Council managed facilities will not be required to formally demonstrate their commitment to the Fair Access Principles. However, not having an action plan may impact any future plans or hiring agreement with the state government or Yarra City Council.

We encourage all Yarra's sport community who strive to be inclusive to the community to utilise resources provided by either Council, your peak body, State Sporting Association or the Office for Women in Sport and Recreation (fairaccess@sport.vic.gov.au).

The 6 Principles of Fair Access

1

Community sports infrastructure and environments are genuinely welcoming, safe, and inclusive.

2

Women and girls can fully participate in all aspects of community sport and active recreation, including as a player, coach, administrator, official, volunteer and spectator.

3

Women and girls will have equitable access to and use of community sport infrastructure:

- a. of the highest quality available and most convenient
- b. at the best and most popular competition and training times and locations
- c. to support existing and new participation opportunities, and a variety of sports.

4

Women and girls should be equitably represented in leadership and governance roles.

5

Encourage and support all user groups who access and use community sport infrastructure to understand, adopt and implement gender equitable access and use practices.

6

Prioritise access, use and support to all user groups who demonstrate an ongoing commitment to gender equitable access and use of allocated community sport infrastructure.

Useful Terms

Equality – Everyone having the same resources and opportunities, regardless of their individual circumstances.

Equity – Acknowledging that people have different needs and circumstances, therefore providing different resources and opportunities to ensure everyone has a fair chance to succeed.

Intersectionality – refers to the ways in which different aspects of a person's identity can expose them to overlapping forms of discrimination and marginalisation. Characteristics could include: gender, sex, ethnicity, sexual orientation, nationality, socioeconomic status, religion, and more.

We are striving for a **gender equitable and intersectional approach** – a nuanced approach to address both obvious and hidden forms of discrimination.



Yarra City Council's Responsibilities and Action Plan

Yarra City Council also have a responsibility and a role to play in achieving Fair Access in Yarra. Below are our own action plan and commitments.

Actions	Indicator of Success	Progress as at April 2025
<p>Amend the existing Sportsgrounds and Facilities Allocation Policy 2022 to incorporate clubs demonstrating commitment to the Fair Access Principles by delivering a Fair Access Action Plan.</p>	<p>Council meets the eligibility requirements to receive State Government infrastructure funding.</p>	<p>Policy has been amended to reflect that clubs must complete a Fair Access action plan to receive a facility allocation, as per 1st July 2025.</p>
<p>Provide club specific feedback and support to all clubs with an allocation to use a Council managed sportsground or facility to create a Fair Access Action Plan.</p>	<p>All clubs/associations/sporting organisations with an allocation to use a Council managed sportsground or facility to have a Fair Access Action Plan.</p>	<p>Recreation team have started to engage clubs who are finishing their seasons for winter 2025. Club development workshops have been arranged.</p>
<p>Review and update Lease, License and Service Level Agreements to Key Performance Indicators that incorporate Fair Access Principles.</p>	<p>All clubs/associations/sporting organisations with a Lease, License and Service Level Agreements have Fair Access Principles incorporated into their KPIs.</p>	<p>KPIs are being updated in all new lease agreements.</p>

Actions	Indicator of Success	Progress as at April 2025
<p>Provide education to clubs and associations on the importance of inclusive, positive, and appropriate language/images in clubrooms and on social media.</p>	<p>Club environments are genuinely welcoming, safe, and inclusive.</p>	<p>Club development workshops and bespoke support are being offered on this topic later in 2025. Resources will be updated on the Yarra City Council website, as well as the GamePlan portal.</p>
<p>Carry out capital works projects as per the Status of Council owned sporting facilities and pavilions 2019 Priority List for Sporting Facility Investments.</p>	<p>Council sporting infrastructure is genuinely welcoming, safe, and inclusive.</p>	<p>Gender Impact Assessments have been carried out at all council facilities to support the Capital Works/ Infrastructure Plan. Clubs are encouraged to notify council of any further recommended changes.</p>
<p>Encourage clubs and associations to apply for Council funding to support women and girls to participate in community sport as a player, coach, administrator, official or volunteer.</p>	<p>100% of available funding spent. Minimum of 4 Coach / Volunteer training projects supported.</p>	<p>Yarra City Council's Community Grants Program runs annually. The club development workshop series was developed to support clubs to access these grants. Tailored advice to clubs is available. Council will promote any other funding opportunities for clubs.</p>
<p>Council to work with clubs and associations to incorporate diversity within the decision-making positions of their organisation (e.g. committee, coaching)</p>	<p>Council to facilitate Inclusion and Diversity club development workshop and provide 1 on 1 support to those most in need.</p>	<p>Council provides ongoing club support through bespoke advice and club development workshops.</p>
<p>Council to use inclusive language and images across all Recreation communication channels.</p>	<p>Inclusive language used in all newsletters, emails documents, etc. (E.g. Chairperson instead of Chairmen, seniors & juniors instead of boys or girls)</p>	<p>This has been incorporated into club newsletter, workshop, and all other related content.</p>

Club Audit and Action Planning Guidance

The **Club Gender Audit** provides a template for clubs or organisations to collect data and assess their level of gender equality across key areas. The audit informs the Gender Equity Action Plan.

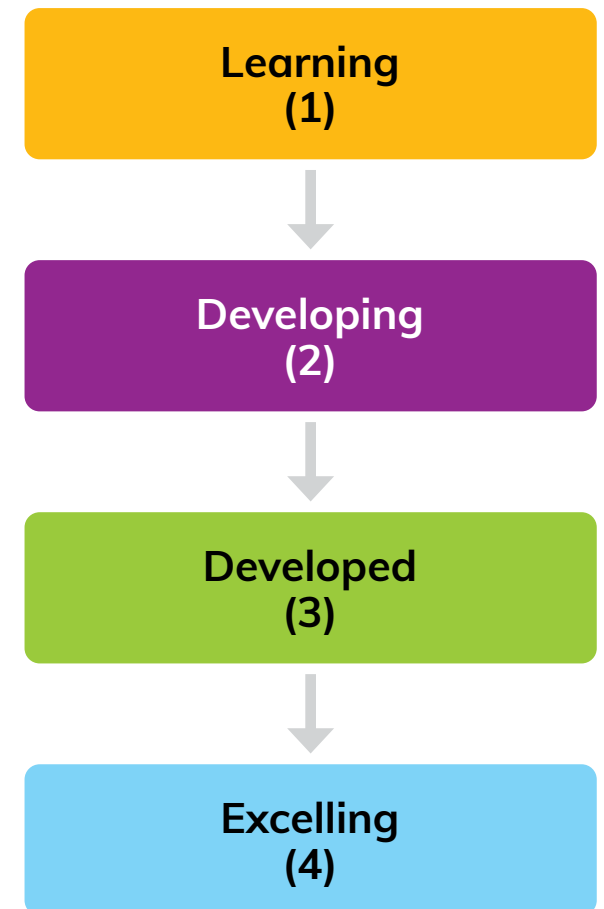
Key areas to consider are:

- Club/organisation composition (in relation to gender)
- Facilities
- Club culture
- Governance and leadership
- Participation
- Promotion and recruitment
- Governance and Leadership

It's important to recognise that all clubs will be at different stages of development in this work. We've created a **Maturity Scale** to assist you to determine where appropriate actions could be identified.

All criteria in the 'learning' stage must be completed and evidenced with examples, OR be actively worked towards before clubs receive a facility allocation.

Clubs are considered to reach the next level of maturity once all criteria in that level have been met. Consider how to progress to the next stage of the maturity scale – you are also encouraged to share examples of good practice in support of peer-to-peer learning.

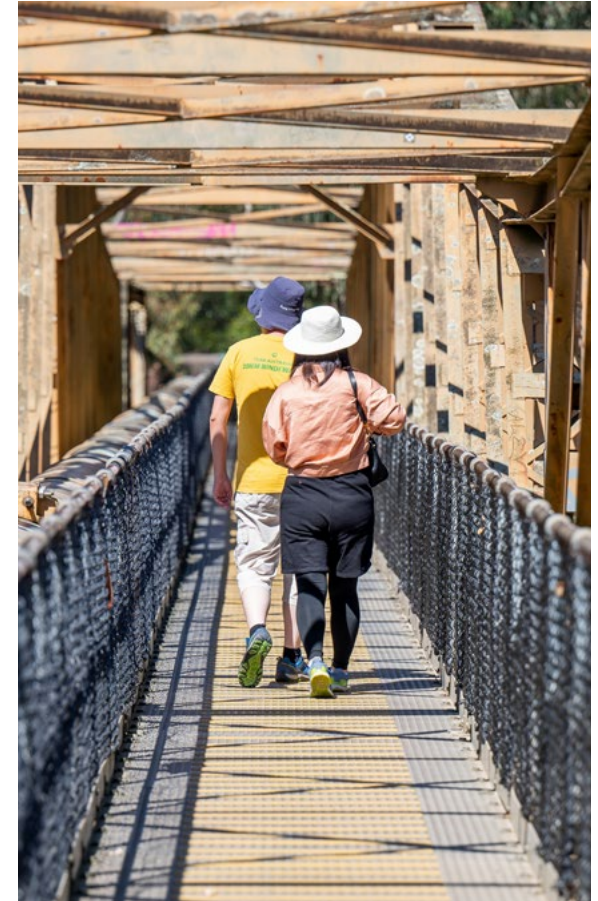


Yarra City Council strongly recommends aligning this work to [Game Plan](#) – Australian Sports Commission’s free online club capability tool. We plan on hosting all Yarra club development resources on this website. There is also a women & girls module which can complement this work and generate ideas for your action plan.

The **Club Gender Equity Action Plan** helps clubs or organisations plan and implement strategies against the areas identified in the Club Gender Audit. This resource allows project workers to help clubs and organisations develop a clear plan around how they will achieve their gender equality goals, and how their strategies can be measured and adjusted.

Key Points:

- The Club Gender Audit and Club Gender Equity Action Plan should be used within an ongoing process of improvement for gender equality. It is recommended they are reviewed every year.
- Undertaking the audit will lead to a range of ideas about what actions clubs can take to promote gender equity. Once ideas are agreed upon, they can be added to the Club Gender Equity Action Plan.
- Club and organisations need to consider developing strategies with an intersectional approach. That is, considering additional barriers faced by some women, girls, and gender diverse people (e.g. racism, ableism, homophobia, transphobia, and ageism).
- There may be people who don’t feel comfortable discussing their opinion in front of the group, so an anonymous member’s survey should ideally also be conducted.
- Consider how Yarra’s [Community Grants](#) may be able to activate your action plan.



Additional Support

Tips for Change:

- ✓ Don't see this as a separate or standalone piece of work. It will be easier to implement change when inclusion is embedded within the values and practices of the club.
- ✓ Bring in collaborators from across the club and encourage ideas from a range of roles and backgrounds (committee, volunteers, coaches, officials, members, families...)
- ✓ Set times to incrementally review progress against your priorities.
- ✓ Shout about the good work you're already doing. Promote inclusive practice on your digital platforms, share learning with other clubs, and seek grants to activate your ideas.

Resources:

[Fair Access Policy Roadmap](#) – This framework is being delivered through the Office for Women in Sport and Recreation.

[Game Plan](#) – We encourage all clubs to register for this free platform from the Australian Sports Commission. Easily assess your club capability and access free learning and resources, including on women and girls in sport.

[City of Yarra Grant Finder](#) – Do you need additional resource to be able to deliver effectively on some of your plans? Head here to find the right grant for you. Yarra City Council also holds annual community grants, launching in June each year.

[Clearinghouse for Sport](#) – A large range of information, resources and ideas on how to improve gender equity in sport.

Yarra City Council's Recreation Team are here to help. For a bespoke conversation to guide you through this document, support the development of ideas, or to promote the good work you've been doing, please contact us at: recreation@yarracity.vic.gov.au





Yarra City Council

PO Box 168 Richmond VIC 3121

T 9205 5555

TTY 133 677 then 9205 5555

F 8417 6666

E info@yarracity.vic.gov.au

W www.yarracity.vic.gov.au

Customer service centres

Richmond Town Hall

333 Bridge Road, Richmond

Collingwood Town Hall

140 Hoddle Street, Abbotsford